

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday January 8, 2019 at GAHC

Present: Laura Boulton, Rob Brockley, Tom Cameron, Jenni Gehlbach, , Chris Hills, Norm Harburn, Anne Landry, Nola Johnston, Kerry Marcus, Frank Shoemaker, Lou Skinner.

Regrets: David Boehm, Peter Danenhower, Rebecca Furnell.

Before the meeting Nola Johnston made a short presentation to interested members about using Google Drive to store GaLTT's documents.

1. Meeting called to order at 7.05pm by Landry, who acknowledged that we meet on unceded Coast Salish territory.
2. **AGENDA:** Adopted by consensus with the *in-camera* discussion moved from Item 9 to Item 6.5 as part of Harburn's report for ACTL committee.
3. **Year-end Financial Report for the AGM.** Maureen O'Rourke had previously circulated her most recent draft of the year-end Statement of our Financial Position. **DISCUSSION:** The need for simple presentation for our members at the AGM; the continued holding of too much money in our unrestricted funds—our money needs to be better put to work.

ACTION 1: Shoemaker to rework the presentation of our Financial Report to the members in time for circulation to finance committee by January 9 at 1pm, and then to the board for approval before the AGM.

ACTION 2: Gehlbach to put on the agenda for the first meeting of the new Board in February, a discussion about assigning our pool of funds according to our stated purposes.

MOTION: Proposed by Jenni Gehlbach, seconded by Rob Brockley to immediately transfer \$5000 from our unrestricted fund to our land acquisition fund, with the transfer to be made effective December 2018. Carried.

4. **MINUTES** from December 2018:

MOTION: Proposed by Jenni Gehlbach, seconded by Nola Johnston to accept the minutes for December 2018 board meeting as presented. Carried.

5. CORRESPONDENCE:

- Received a Christmas card from ITC.
- Received a donation of \$1000 from a member, targeted for an accessible bridge over the stream in Elder Cedar where there are currently stepping stones.

6. COMMITTEE REPORTS:

6.1 PRESIDENT/EXECUTIVE: Landry reported that she:

- Signed contract with Stan Leyenhorst of Universal Access Design to conduct an accessibility assessment of Gabriola Sands PP and review the GaLTT Accessibility Survey.
- Worked with Stan and the Accessibility Committee to finalize the survey
- Worked with Lou on the 2019 budget

- Sent out seven thank-you notes and emails to one-time donors. People were generous at year-end with over \$1,000 donated.

6.2 TREASURER—O'Rourke had previously circulated GaLTT's financial reports and Shoemaker circulated his notes on the new formats used for reporting

GaLTT's bank balances on December 31, 2018:

- Chequing “Community Partner Package” (0.01%): \$19,397
- Savings “Business High Interest Savings” (0.6%): \$3049
- Term Deposit \$125,000

(See Item 3 above re transferring \$5000 to the land acquisition fund effective December 2018)

Skinner passed a cheque for \$122.08 to Gehlbach for the annual software lease as decided at December meeting. She reported that other cheques written this month were: \$22.39 to R Young for dog waste bags; \$250 membership fee to LTABC; \$336 to Shorefast Signs for trail-sharing signage (received \$100 each from bike group and horse group to offset this cost); \$907.20 to Shoring Signfast Signs for new trail-licence signage; to Lou Skinner \$102.80 for gift card for Maureen O'Rourke and office supplies; \$192. To Arbutus Lumber for signposts; and \$66.18 to Ani Law Corp for title searches.

Skinner circulated her draft budget and briefly discussed the highlights: We forecast 2018 revenue of \$20,800 and received \$21,200. We had strong donations in December through Canada Helps and direct donations, as well as numerous people using our new membership format. We budgeted \$20,050 for 2018 expenses, and actual expenses were only around \$14,000. This was because our brochure and map printing did not occur in the calendar year and Land Trust Alliance Conference expenses were less than expected. Some of these expected expenses will carry forward into 2019.

MOTION: Proposed by Kerry Marcus, seconded by Nola Johnston to approve the budget as presented and amended. Carried.

6.3 MEMBERSHIP

- Furnell had forwarded her list of new and renewing membership applicants this month.

MOTION proposed by Rebecca Furnell, seconded by Jenni Gehlbach to accept as members the listed new and renewing applicants. Carried.

- Gehlbach reported that Furnell had emailed a letter to people who have not renewed their memberships in the last year inviting them to rejoin using our new on-line options if they found our paper-based process too cumbersome.

6.4a TRAILS AND PARKS MANAGEMENT. Brockley reported a very heavy schedule of work for him (and for Susan Brockley!) due to the recent storms:

- Sent request to Trail Stewards following wind storm requesting trail updates.
- Removed several fallen trees in Haven Woods.
- Removed fallen trees in Cox Community Park.
- Removed fallen trees from Decourcy beach access.
- Removed fallen trees from Descanso Bay Regional Park.
- Removed fallen trees from Petroglyph trail.
- Assessed fallen trees in Robinson Woods and Evans trail.

- Asked Jeff Rietkerk to assess risk of leaning trees in Elder Cedar Nature Reserve.
- Asked Jeff Rietkerk to remove fallen trees on Elder Cedar and Cresta Roca trails.
- Ordered and picked up new trail licence signs from Signfast.
- Purchased wooden posts for new signage.
- Began installation of new trail licence signs.
- Toured 707 Community Park (including donor lands) with RDN staff in preparation for trail re-signage project.
- Toured 707 Community Park (including donor lands) with GaLTT Board members and Gabriola Off-road Cycling Association members in preparation for trail re-signage project.
- Met with Peter Danenhower to develop draft 2019 Trail Operations budget.
- Assessed mudhole at NE corner of Elder Cedar and developed plan for remedial action.
- Work party on January 6 to trim trails in 707 Community Park.

DISCUSSION: recent talks and walks with RDN in the 707 park and donor lands indicate that completely detailed trail designations and signage are very unlikely to be completed in time for our hoped-for new map release in late spring. This means we will not have maps for sale at the market as current map stock is almost sold out. It will not be acceptable to reprint and sell potentially misleading maps that are incomplete in terms of the 707 park and adjacent Potlatch donor land additions.

ACTION: Map Committee to meet soon to discuss production of a free handout interim map of approved trails in 707 and the newly acquired donor lands. Printing the complete, new trail map edition to be delayed until all approvals are in place. See Item 6.6.

6.4b INVASIVE PLANT CONTROL: No report.

6.4c BIG TREE REGISTRY: No report.

6.4d. POSAC Brockley has been confirmed as a member of POSAC but will be away for the next meeting, which will be February 4.

6.5. ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Harburn reported that the committee has done eight title searches on properties with desirable routes for trails. He moved that the meeting move *in camera* to discuss whether and how to approach the various owners.

ACTION: Harburn and Gehlbach to meet with Derek Kilburn and the owner of one of the discussed properties to investigate the possibility of getting a trail licence through her land, which offers a good connection route for children into the village.

6.6 COMMUNITY ENGAGEMENT: Marcus reported that

- she and Lou met for a **budget discussion**.
- the **Trails Network** Chamber of Commerce small group met on January 3. Yield signage is printed, and half have been given to Gabriola Off-road Cycle Association lead Derrill Shuttlesworth, to begin posting at entrances to Crown Land trails. A newspaper piece is planned by Julie Sperber for the last week of January about shared trail usage

- **AGM Volunteer Community Engagement Awards** were proposed by Peter. He has tabulated the results and nominated the top three market table workers – thanks Peter.
- **New map project:** most of December’s work focussed on new map details. Nola and Kerry assessed the status of the list of changes. Judy Preston is unable to do the layout due to a computer crash and lost files. Nola has generously agreed to work on this. They are still waiting to hear back from Geraldine Manson about Snunéymuxw names. A message was sent to our members asking for needed changes, which are coming in. All edits were to go in a single package to Cameron Murray by the end of February, but this date will now be delayed (TBA).
- **SFU-GES place-based education:** Gehlbach reported that she met with the project group last month to discuss how the project (not yet funded) could be tied in with the Ladysmith Nanaimo School District’s Syeyutsus (“walk together”) project and also with the existing education programs of the Fisheries and Oceans people, and groups like local Streamkeepers and GaLTT’s invasive plant controllers.

6.7 STREAMKEEPERS: Chris Hills reported that there might be changes coming to how Streamkeepers operates. Through 2018 they struggled to meet consistently, some of their core members being extremely busy with work, family, etc. They are still able to organize for events and projects but at this stage it might make more sense to move towards less frequent meetings. He will know more after their meeting January 16.

6.8 COMMUNICATIONS: Gehlbach reported that the Committee has:

- Investigated the use of Google Drive for storing GaLTT documents and records
- Begun preparing to produce a newsletter in time for the AGM
- Wrote and distributed Board meeting minutes and agenda.
- Updated the website as required, including uploading all Board meeting minutes for 2018, accessible from the Board page.
- Posted re trails and trail-work as required to Facebook and Instagram
- Confirmed Golf Course Clubhouse AGM location and inquired about their technical setup for presentations.
- Emailed members about needed trail-map changes.
- Emailed volunteers about trail work parties and Holiday schedule.

7.0 OLD BUSINESS:

7.1. ACCESSIBILITY: Harburn reported that he, Danenhower, and Laurie Webster met with Stan Leyenhorst at Twin Beaches recently to assess the accessibility conditions, and Heather Steere and Monica Valdes Garcia from Parks BC came too. Leyenhorst now has the accessibility contract for all BC Parks, so it is good that we already have his attention. Leyenhorst and the others arrived in his very slick digitally controlled van with ramps to accommodate his wheelchair (he is quadriplegic), but he was unable to get into the park near the gate because the ground was too swampy after the recent rains.

Survey: Dyan Dunsmoor Farley has read our survey and will meet soon with Johnston to suggest some changes to its overall organization. She will put it on her business’s Survey

Monkey account. Lisa Webster Gibson may have editing suggestions also.

8.0 NEW BUSINESS:

8.1 AGM Planning

i. **Director nominations:** Harburn is stepping down but all other current Directors are willing to remain on the Board, so we have room for two new directors.

ACTION 1: Brockley to contact Derrill and ask whether the off-road cyclists have a possible nominee.

ACTION 2: Landry to contact three other suggested people to see if they are interested in standing.

ii. **Speaker accommodation and dinner:** Bookings will be needed at Roberts if we are to have dinner before the meeting.

ACTION 3: Gehlbach to contact Richard Hebda to finalize plans for his visit and presentation, checking what technical requirements he has, and also accommodation and dinner plans, etc.

iii **Facility:** Gehlbach reported that the Golf Club has a 55" TV that takes a computer plug-in for presentations, and a microphone in another part of the room.

ACTION 4: Marcus to check the whereabouts of our projector screen, and to check with Charlie Cheffins and elsewhere about technical equipment, such as microphones and projectors.

iv. **GaLTT AGM committee reports:**

ACTION 5: Committee heads to give their reports to Nola by Jan 22 for inclusion in the slideshow.

v. **Snunéymuxw elder to open the proceedings:**

ACTION 6: Landry to check with April Vannini about who to invite, and making arrangements, etc.

vi. **Membership checking, gift basket, electronic and paper data for the meeting:**

ACTION 7: Harburn and Cameron to organize the membership table at the door, as well as a large donation jar and float.

ACTION 8: Furnell to supply the most recent membership list.

ACTION 9: Shoemaker to check his basket inventory to see if he has a suitable one to donate for the door-prize. All other board members to donate an item to put in it.

ACTION 10: Gehlbach to email members about the AGM attaching copies of the agenda, last year's minutes, and Financial Statements. To print only a few copies for use at the meeting, but to print plenty of copies of the Nominations for Director sheet for distribution at the meeting.

8.2 Commons Covenant: The committee meeting to discuss the commons covenant with John Peirce will be at GAHC on January 22 at 7pm.

9. Motion to adjourn proposed by Harburn at 9.15. Carried.

Minutes recorded by Jenni Gehlbach

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday March 12, 2019 at GAHC

NOTE: There was no February board meeting or AGM due to heavy snowfall. (The AGM was rescheduled to March.)

Present: Laura Boulton, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Libby Gunn, Chris Hills, Anne Landry, Nola Johnston, Frank Shoemaker.

Regrets: David Boehm, Rebecca Furnell, Kerry Marcus, Derrill Shuttleworth, Lou Skinner.

1. Meeting called to order at 7pm by Landry, who acknowledged that we meet on unceded Coast Salish territory.
2. **AGENDA:** Adopted by consensus with corrected numbering and the addition of two items under New Business:
Item 9.1 Google docs and G-Suite; **Item 9.2** Recommended purchase of a GPS device—both by Johnston.
3. **Welcome to new board members and election of officers:** Landry welcomed Gunn and Shuttleworth to the board (Shuttleworth is currently travelling abroad). Landry is stepping down as President. She presented the suggested slate of new officers:
President: Rob Brockley
Vice President: Kerry Marcus
Treasurer: Lou Skinner
Secretary: Jenni Gehlbach
MOTION: Proposed by Frank Shoemaker, seconded by Peter Danenhower that the slate presented be elected as the officers of GaLTT for 2019. Carried.
Brockley took over as chair of the meeting thanking Landry for her strong leadership over the last two years.
4. **Committee chairs and membership:**
 - The elected officers will serve on Executive committee with Brockley as Chair and Landry will remain on it as Past President.
 - Nola Johnston will assume the chair of ACTL committee (from Norm Harburn).
 - Danenhower agreed to take over the chair of the Trail Operations committee (from Brockley), and Brockley noted that ACTL committee should include the leader of the Trail Operations Committee.
 - Other continuing board members will remain on the committees of their previous choices. Gunn mentioned that at this point the Community Engagement Committee looked like the best fit for her skills and background.
5. **MINUTES** from January 2019. NOTE: the February board meeting was cancelled due to snow.
MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for January 2019 board meeting as presented. Carried.
6. **CORRESPONDENCE: none to report**

7. COMMITTEE REPORTS:

7.1 PRESIDENT/EXECUTIVE: Landry reported that the rescheduled AGM went very well with 33 members present despite having no speaker. The annual report for 2018 was well received, and GaLTT's Accessibility Survey was launched at the meeting. In addition, since the last meeting she has

- Worked with the Accessibility Committee on the Survey productions and promotion.
- Reviewed and commented on Stan Leyenhorst's draft report Facility Assessment and Recommendations for Gabriola Sands Provincial Park. The report is now final and will help us in determining next steps towards improved accessibility at the park.
- Submitted an invoice to BC Parks for our expenses related to the Park Enhancement Fund (PEF) grant for the Accessibility contract.
- Corresponded and talked with Snunéymuxw Elder Geraldine Manson about coming to open the AGM. She could not attend but send a warm welcome that was read at the AGM.
- Worked with the Executive on decisions around AGM postponement and rescheduling and the cancellation of the February board meeting. The snow prevailed those days.
- Delivered wine and a card to Richard Hebda, our planned AGM speaker for his efforts in getting to Gabriola for the postponed meeting. We hope to reschedule his talk later this year.
- Met with the Finance Committee about financial coding and investments.
- Sent a card to Sally Robinson of Robinson Woods, who has been unwell.
- Met with Nuala Murphy at Islands Trust Conservancy on January 17 to discuss the long-range possibility of an accessible trail to the big cedar in Elder Cedar Nature Reserve. She was open to the idea because the management plan discusses future accessibility, but it would need to go to the ITC board, then to GaLTT and NALT (the covenant holders) because variances would be needed.
- Spoke to IT planner Ian Cox asking for referral to comment (as it goes forward) on the Local Trust Committee's initiative to develop an Ecological Protection Zone for Gabriola. "Research and develop a new Ecological Protection Zone as part of the Parks (P) OCP designation. Update zoning of Coats Marsh and Burren's Acres Nature Reserve properties." They hope to have the new zone adopted by the fall.
- Attended a Garry Oak Restoration workshop in Duncan on March 10, sponsored by the Nature Conservancy of Canada at the Cowichan Garry Oak Nature Reserve—a 50-acre property with lots of mature broom initially. Now cleared.
- Has accepted an invitation with Brockley to make a presentation at the April 24 AGM of the Friends of the French Creek Conservation Society, talking about GaLTT's work, especially around trails and trail licences.

Landry noted also some island activity linked to our work:

- The **Local Trust Committee** is making a minor change to the Cycling Route Plan for Gabriola which will include the new Spruce Road connector, ensuring cycling use will be considered when the road is constructed.
- The **Gabriola Island Shore Keepers Association** (GISKA) has determined their mandate: *to protect and restore the integrity and resilience of the Gabriola Area Islands' intertidal areas and associated marine ecosystems.*

7.2 TREASURER—Skinner had previously circulated her report

- **GaLTT's total cash balance** on February 28, 2019 was \$147,744.48. GaLTT has invested \$100,000 and \$25,000 in two separate 1-year redeemable Guaranteed Investment Certificates at interest rate 2.25% at Coastal Community Credit Union. The capital can be withdrawn before one year by

forfeiting half of the interest earned to date. The separate smaller one is so that \$25,000 can easily be withdrawn if needed quickly without jeopardizing the interest on the whole amount. This leaves approximately \$22,000 available for regular operations.

- **Cheques written** in January and February were: \$300 to AFCLT (annual membership); \$67.20 to Shoring Signfast Signs (trail signage); \$84.39 to Robert Brockley (trail volunteer gifts); \$88 to Gabriola Agricultural Assoc. (market table rental); \$281.78 to Gallery Press (AGM printing); \$1645.66 to Arbutus Building Supplies (trail work materials); \$312.48 to Gabriola Sounder (AGM ad.); \$4494.00 to Universal Access Design (BC Parks accessibility study); \$157.74 to Gabriola Sounder (AGM ad.)
- **2019 budget** will be distributed shortly, following adjustments to our accounts.

7.3 MEMBERSHIP

Furnell had forwarded her list of new and renewing membership applicants this month. It was noted that many of the renewing members opted to use the digital process. DISCUSSION whether it was necessary to formally accept renewing members and monthly-donor members.

MOTION proposed by Jenni Gehlbach, seconded by Tom Cameron to accept as members the listed new applicants. Carried.

ACTION: Cameron to work with Marcus to clarify whether renewing and monthly donor members need to be accepted periodically by the board.

7.4a TRAILS AND PARKS MANAGEMENT. Brockley and Danenhowe reported:

- AGM work: Brockley tabulated volunteer hours for 2018 and purchased gifts for top volunteers. He also prepared Trail Operations presentation for AGM.
- Communicated with Haven Woods property owner regarding house construction and trail closures. Sent trail-closure notice to members and purchased “trail closure” signs.
- Reported fallen trees in Cox Community Park to RDN; in Drumbeg and Sandwell to Provincial Parks officials.
- Walked trails in **707 Community Park to document missing posts and proposed post locations and to search for possible new trail connections**, and created a map showing current, missing, and proposed post locations for 707 park and possible future trail connections.
- Met with GaLTT mapping sub-committee regarding 707 signage proposal and timeline and then met with RDN Parks Planner (Elaine McCulloch) and RDN Parks Operations Coordinator (Chris van Ossenbruggen) to discuss 707 signage proposal and timeline.
- They also discussed the issue of confusion and possible danger to the public if the posts are renumbered so that they are different from numbers shown on older maps. RDN suggested a map be placed at the entrances to the park, with an invitation to take a photo of it with cell-phones.
- Continued with installation of **new trail licence signage**. Ordered and installed “Dogs on Leash” signs on the new Murray Road trail (at the request of neighbours).
- Made on-site measurements, purchased materials, and cut lumber for **boardwalk construction at Elder Cedar Nature Reserve**. Communicated with Islands Trust Conservancy re Elder Cedar contract.
- Prepared and submitted 2018 Partnership Agreement Summary to BC Parks.

- Flagged proposed “**detour route**” for main trail in **Haven Woods** and gps’d with assistance of Johnston. Sent proposed detour route map to property owner for approval.
- **Work parties** on January 20 to build new trail from Murray Road to waterfront; February 3 to pull broom seedlings on Petroglygh Trail; February 17 cancelled due to snow; March 3 and 4 to transport materials and install boardwalks at Elder Cedar Nature Reserve.
- Cut six fallen trees off of the Cliff trail loop with a volunteer.

BOARD DISCUSSION: on the dangers and insurance issues arising from the use of chainsaws by volunteers. Several volunteers (including Brockley) regularly use them to clear fallen trees from trails. A signed waiver from volunteers may be necessary. Professional fallers have in the past donated their work to us; should we find a way to issue a tax receipt for such work?

ACTION: Landry to check with Marcus re insurance for volunteers using chainsaws.

Danenhower (new Chair) has formed a Trail Operations Committee which met March 10 at The Hive. The committee made a schedule for trail work parties and discussed delegating some of the activities.

7.4b INVASIVE PLANT CONTROL:

- The committee suggests April 28 (rather than May 12) as the date for the kick-off event in this year’s broom-bash in Drumbeg Park. See also Item 7.6d.
- Boehm reported that he attended a conference in Richmond BC on BC’s invasive plants and animals. Around 80 species were discussed. Japanese beetle and goldfish were of great concern, as were bivalves carried on boat bottoms. Policy makers there gave names of contractors able to remove Japanese knotweed. Boehm noted that on Gabriola we now have Asian milfoil, goldfish, Japanese knotweed, broom, giant hogweed, periwinkle, English ivy, and Himalayan blackberry, and that we still have much to do in making the community aware of these serious invasives.

7.4c BIG TREE REGISTRY: No report.

7.4d. POSAC Brockley was not able to be at the February 4 meeting but reported that there was a delegation asking for repair to the Spring Beach access stairs. RDN’s response was to remove the stairs because they were dangerous. Replacing the stairs is not on the RDN work plan for 2019.

7.5. ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Nola had not much to report. The committee will meet soon to review its goals. See Item 9.1.

7.6 COMMUNITY ENGAGEMENT: Marcus reported by email that the whole committee has not met yet this year.

7.6a Map subcommittee:

- After meeting with Brockley and Johnston regarding mapping and signage in the new 707 park lands, the map committee hopes to be able to print a new map in July.
- All map edits other than the 707 area will go to Cameron Murray by the end of March.
- Text has been much reduced to accommodate an enlarged map of 707 park on the reverse side. Layout and text for the map brochure still require work.
- She is still waiting to hear from Geraldine Manson regarding First Nation place-names. Proposed wording for the map introduction is: *“Gabriola Land and Trails Trust welcomes you and acknowledges with gratitude that the island now called Gabriola, and nearby islands, are the unceded territory of the Snunéymuxw First Nation”*.

7.6b Share the Trails:

- The Sounder picture last week about Sharing the Trails and Signage was by Lisa Carter.
- Trail signs are gradually being installed. Positive feedback so far, though some may be too high.

7.6c SFU-GES project: Gehlbach reported that several board members attended the recent GES professional-development-day gathering at Gabriola Elementary School at which a group of Cowichan First Nation Elders shared with over 70 Gabriolans (including many GES teachers) some of their personal stories and led them through some group exercises to help them understand the cumulative impacts on their culture of the colonial process, the residential school system, and other social and personal stresses. Most participants found it very enlightening and moving, and many expressed that they had not learned any of this in school. Since the meeting, Boulton has met with Kate Reynolds (curriculum coordinator for the project) to explore what GaLTT might do to participate in the land-based education project. It is hoped that some of our board or members can work with assigned classes and teachers throughout the rest of the school year, exploring land-based issues relevant to First Nations culture. An example for GaLTT might be working with the students and teacher to reduce invasive plants in important camas meadows (such as in Drumbeg Park), incidentally learning of the importance of camas to First Nations culture. An RCMP criminal record check may be required to participate.

ACTION 1: Boulton to pursue further possibilities for GaLTT's participation in this project with its curriculum coordinators.

ACTION 2: Boulton to prepare an invitation to GaLTT members to participate in the project, to be distributed by Gehlbach to our membership email list.

7.6d Broom-bash kick-off: Skinner reported by email that "We will once again be doing an island wide broom bash, using the techniques of Broombusters.org, which is to cut at ground level while blooming. BC Parks has agreed we can hold our kick-off event Sunday, April 28th in Drumbeg park and they will come to help with a dump truck to haul it away. We will be staying out of the big meadow to protect camas lilies. We will tackle the dense area along the tree line where we had our second cut last May. The Lions club will once again organize the BBQ for the opening event as well as pick up and disposal of broom cut outside the park. They will decide how to dispose of it. Several keen volunteers are going to be doing experiments on broom to determine things like how best to kill big broom and when seed pods are viable. They'll be using some of Boulton's land. I am meeting with these volunteers on Wednesday, March 20, 1:30 at the Hive. Other broom obsessed volunteers are welcome.

DISCUSSION: There is a lot of small broom in the parks now, that could be carefully pulled. It would be useful to develop a strategy in cooperation with BC Parks that would ensure that areas cleared in the past are monitored for new growth and maintained as necessary.

ACTION: Skinner to consult with a BC Parks ecologist regarding pulling young broom in winter or early spring before the camas blooms, to keep previously cleared areas broom-free.

7.6e Rescheduling Hebda's talk: Gehlbach reported that she had again emailed Richard Hebda at the end of last week about giving a late spring talk on Gabriola and has not yet heard back from him.

7.7 STREAMKEEPERS: Chris Hills reported that at their February meeting they discussed expanding Streamkeepers' scope to include wetlands. Discussion will continue. They had a nice walk on March 10 to Sandwell and the saltwater marsh. Twenty people (including a couple of VIU students from Nanaimo) came out, more than anticipated. Jethro had set some fish traps the day before, so everyone got to see a bunch of sticklebacks. Feedback was really positive. Laura-Jean Kelly from Gabriola Shorekeepers was there and discussed future collaborative walks and beach clean-up projects.

7.8 COMMUNICATIONS: Gehlbach reported that the Committee has, in addition to regular work on Board record-keeping, social media work, and website maintenance, the committee has done:

- **AGM** and speaker publicity, including cancellation & AGM rescheduling
- **AGM documentation** (minutes for approval, financial reports, election slate and candidate bios, for presentation at the meeting)
- **AGM slideshow presentation** (including president's report and committee reports) about GaLTT's work in 2018.
- **Annual newsletter** writing and graphics, print and digital production and distribution
- **Accessibility survey** creation, testing, digital & print production, publicity and launch including producing posters, flyers, emails, and newspaper article and ad.
- **Google docs and G-suite** assessment.

8.0 OLD BUSINESS:

8.1. ACCESSIBILITY PROJECT: Cameron reported that the final report from the consultant about Twin beaches accessibility has been received and shared with BC Parks. The community-wide accessibility survey was tested, then launched at the AGM. Emails with links to the online survey have been sent to our members and the GabEvents email list. Paper copies are available at PHC, both clinics, the library, and the Islands Trust office. Digital links to the online survey are on our web page and have been sent to the three Facebook Community Bulletin Boards as well as our own FB page. An ad and article will appear in this week's Sounder. Nola reported that the survey already has over 150 respondents.

ACTION: Gehlbach to send reminders to members and Facebook pages after two weeks, and/or as survey participation drops off before the deadline.

9.0 NEW BUSINESS

9.1 Google docs and G-Suite: Johnston has investigated the use of Google docs and G-Suite for online storage of shareable documents for ACTL committee and GaLTT. A version of the Business package is available free to non-profit organizations who provide proof of their non-profit status.

MOTION proposed by Nola Johnston to acquire the free version of G-suite for GaLTT's use, supplying whatever documentation is needed. CARRIED.

9.2: Purchasing a GPS Unit: Johnston has investigated the use of various GPS units for marking trails and mapping, using a computer interface.

MOTION proposed by Nola Johnston seconded by Landry to approve financing up to \$550 to purchase a Garmin 64 GPS Unit for GaLTT. CARRIED.

A donation to GaLTT received in late 2018 will be used to purchase the GPS unit.

ACTION: Johnston and Brockley: Once the unit is purchased a note will be sent to the donors informing them of the use of their donated funds.

10.0 In Camera discussion of Commons Covenant:

Procedural motions proposed by Jenni Gehlbach to move *in camera* for discussion, and afterwards,

to move *ex camera*. CARRIED.

MOTION: proposed by Anne Landry, seconded by Rob Brockley to inform the Commons Covenant Committee that GaLTT regretfully declines their invitation to hold the kind of all-inclusive covenant presented in November 2018. We would be willing to consider holding a more conventional conservation covenant on a defined portion of the Commons property.

CARRIED UNANIMOUSLY.

11. Motion to adjourn proposed by Brockley at 9.10pm. Carried.

Minutes recorded by Jenni Gehlbach

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday April 9, 2019 at The Commons.

Present: David Boehm, Laura Boulton, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Libby Gunn, Nola Johnston, Anne Landry, Derrill Shuttleworth, Lou Skinner, Frank Shoemaker. **Regrets:** Rebecca Furnell, Chris Hills, Kerry Marcus.

- 1) Meeting called to order at 7pm by Brockley, who acknowledged that we were meeting on unceded Coast Salish territory. Brockley introduced and welcomed Shuttleworth to the Board.
- 2) AGENDA: Adopted by consensus with the addition of one item under New Business:
Item 7.2 Support requested from GaLTT for a place-based learning event for visiting faculty, alumni, and adult PhD students. Request from Gabriola resident and organizer Alice MacGillivray—Libby Gunn
- 3) MINUTES from March 2019
MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for March 2019 board meeting as presented. Carried.
- 4) CORRESPONDENCE:
 - Letter from Nick Doe re Coats Marsh and 707 management—DISCUSSION: Although some points in Doe’s letter re trail work and signage were inaccurate, maybe as a board we need to increase our focus on conservation, since we are chiefly recognised in the community for our work on parks and trails.
ACTION 1: Brockley to invite Doe to address the Board about Coats Marsh conservation and related issues at the beginning of our June board meeting.
ACTION 2: GaLTT to be active in support for the Islands Trust’s P4 zoning initiative.
 - Brockley sent an email to the other recipients of Nick Doe’s letter expressing the Board’s preliminary views of the points raised with regard to 707 and Coats Marsh management.
 - Following the Board’s email discussion of the request from April Vannini for a letter expressing GaLTT’s support for Gabriola Skatepark’s RDN variance application at Huxley Park, Brockley declined, since it is outside our mandate and we are unsure of our members’ support for the initiative. Individual board members may support this personally if they wish.

- Letter to K. Louise Vincent re the Commons Covenant. DISCUSSION: Vincent responded thanking us for our consideration and noting that our response will be discussed at their upcoming team meeting

5) COMMITTEE REPORTS:

a) EXECUTIVE: Brockley reported that he and Executive Committee (in addition to correspondence noted above):

- Prepared and submitted invoice and completion report to Islands Trust for Elder Cedar contract.
- Contacted Vanessa Craig (RDN Area B Director) requesting an introductory meeting.
- Contacted GaLTT Board members to solicit possible discussion points for meeting with Vanessa Craig.
- Discussed volunteer chainsaw policy.
- Discussed leave of absence with Kerry and arranged for temporary shifts in responsibilities with Board members:
 - Skinner will take on Marcus' role in Community engagement.
 - Johnston will take on leadership of the map committee
- Prepared and submitted grant-in-aid application to Gabriola Recreation Society for work on Peterson to McDonald trail which floods badly in winter.
DISCUSSION: winter floods affect several trails. Boehm noted that the trail to River Place in Cox Park is particularly difficult for cyclists. Cameron noted that RDN had promised a better grade trail once the new road goes through to Church Street.
- Discussed pulling existing map inventory from vendors.
- Prepared notice to be sent to all GaLTT members announcing new Haven Woods trail.
- Responded by email to request from FATMAP for GaLTT collaboration.
- Responded to Chamber of Commerce request re map availability and total length of Gabriola trails.
- Discussed with Anne Landry upcoming co-presentation to the Friends of French Creek Conservation Society.
- Filed BC Society Annual Report.

b) TREASURER: Skinner reported that finance committee has been fine tuning the account reports to make them easier to read and to reflect our not-for-profit status.

Our accountant Maureen O'Rourke will step down in mid-July and we must find a replacement. She is paid for 5 hours work per month and uses the software "SAGE".

ACTION: Cameron to find a replacement accountant and will ask O'Rourke to write a job description to be used in the search.

On March 31, GaLTT had \$141,619.16 cash on hand. \$125,000 was invested in a 90-day GIC in early April (due to a misunderstanding we missed the 1 year redeemable GIC discussed at the March board meeting).

Several payments in March were made using e-transfers rather than cheques. This incurred new bank charges of \$10.50, offset by the convenience and reduction of mail and cheque expenses. Payments made during March were:

Cheque #167 to James Young for doggy bags; E-transfers to Gabriola Sounder for \$156.24 for ad re AGM rescheduling; to Arbutus Building Supply for \$450.61 for Elder Cedar project; to Gallery Press for \$264.32 for printed Accessibility Surveys, and \$69.48 for posters re survey; to Gabriola Sounder \$156.24 for BC Parks Accessibility Project ad; to Glorai Hatfield at Page's Resort \$390 to reimburse for prepaid maps pulled from market; to Maureen O'Rourke \$1450 for 6-months accounting fees.

- c) MEMBERSHIP: Furnell had previously circulated the list of new and renewing members. She is checking with O'Rourke that all paper applications received through the mail have been forwarded to her because there have been some omissions in the past.

Motion: proposed by Jenni Gehlbach, seconded by Anne Landry to accept the listed applicants as members of GaLTT. Carried.

- d) TRAILS AND PARK MANAGEMENT:

- i) **Trail work:** Danenhower reported that Brockley has been covering for him in recent weeks as trail operations chair.

- All work in Elder Cedar has been completed except removal of a steel post, which Danenhower will do shortly.
- The Haven Woods trail re-routing, as requested by the owner, is now complete.
- 23 new sign posts have been installed in the northern section of 707 Park, with 22 more to be installed at the next work party in the southern section, including the new parkland. It is very hard work.
- All posts are placed at the correct location by the RDN Parks Dept. It was noted that RDN would also have installed the posts eventually, but GaLTT had volunteered to help expedite the process so that our new map could include the post number information.
- The committee discussed implementing formal mini work parties between the twice monthly Sunday sessions. On Tuesday April 2, a group of four volunteers installed 7 posts in 707 to complete the first half of the signage work.
- The committee is proposing a new policy for volunteers using power tools (including chainsaws). They have studied the policy used by Habitat for Humanity, which may be too strict. He has circulated to the Board a proposed policy and waiver for volunteers to sign.
- We will continue to hire qualified fallers to deal with large chainsaw jobs. Boehm noted that he is a qualified chainsaw operator and can help.

- ii) **Invasives control:** Boehm spoke again about the conference he attended in March, noting in particular the importance of controlling both broom (which we are making headway on with our continuing community drive) and *Daphne laurealis*, which is taking over the understorey. DISCUSSION: Since we have limited volunteer resources, already at capacity, whether this initiative requires a separate, related organization (similar to Streamkeepers and Shorekeepers) whose mandate is specifically control of invasive species on Gabriola.

ACTION 1: Boehm to investigate setting up a separate organization under the GaLTT umbrella, dedicated to the control of invasive species on Gabriola.

ACTION 2: GaLTT to have a table at the Commons Spring Fair that emphasizes invasives, particularly Daphne.

- iii) **POSAC**—Beach stairs have been removed by RDN at Joyce Lockwood Park, and several Whalebone Community Parks, and also now at Spring Beach. The public continues to use these access areas, with greater hazard.
 - iv) **Big Tree registry:** Boehm noted that there has been limited public interest in the registry recently, and that this item should be removed from the regular reporting agenda at our Board meetings. The website registry pages to remain in place.
- e) **ACQUISITIONS, COVENANTS, AND TRAILS:** Nola has taken over chairing the ACTL committee and reported that they met last week.
- i) **Map revisions (see also Item 5.6.1):** Johnston has taken on managing map revisions, all other projects she was working on have been put on hold. We are behind schedule, but map designer Cameron Murray thinks we'll still be able to meet our publishing deadline. She will meet with him next Monday to review materials.

–Committee reviewed progress, Johnston will implement changes and distribute draft of layout for board input. Committee members are pursuing actions relating to map revisions (e.g. trail licence for Seymour Road connector)

–To avoid confusion re the new post numbers in 707, the RDN plans to put maps at entrances.

ACTION: ACTL committee recommends handing out free black and white updates showing new numbering at the market table for the first year.

- **Naming new trails:** RDN wants GaLTT's input on naming trails: ACTL recommends that this be a public process and that we only contribute as part of that.
- **Properties of interest:** a "watchlist" will be given to realtors so that ACTL will be notified when properties of interest come on the market and/or change hands.
It was noted that there is a 40+acre meadow and forest (badly invaded by Daphne) property for sale currently near Brickyard Beach, with Agricultural zoning and including a stream and wetland.
- **Spring beach stairs:** POSAC has indicated this as having high priority.
- **Kensington Lands wood poaching:** Fallen trees are being taken from the Kensington lands and it appears that someone is making a business out of doing so, telling people that they have a contract to clear deadfalls and take out danger trees on Crown lands, and they are selling what is taken for firewood. Caretaker Peter Lloyd has confirmed that there is no contract and that "firewood-cutting or any other wood removal is not permitted on the Kensington lands."

ACTION 1: GaLTT should (a) keep an eye out for disappearing fallen trees, to make sure this isn't turning into an industry, and (b) keep a particularly close eye on Elder Cedar.

ACTION 2: Landry to discuss with Jemma Green (Nuala Murphy's on-leave replacement at ITC) adding boundary signs at the east side of Elder Cedar to reduce the threat of poaching in the Reserve.

- **Covenant monitoring:** Bachmann and Elder Cedar will be monitored on April 30. Board members are encouraged to participate as it will be the last year long-term ITC monitors Chris Ferris and Doug Hopwood will be involved.
- f) **COMMUNITY ENGAGEMENT:**
- i) **Map committee:** Johnston reported that some ground-truthing of trails is still required, looking for volunteers to do it (before Monday if possible).
 - ACTION: Johnston to email board members about the various trail routes requiring verification.**
 - Board discussed at length the actual vs mapped route of the viewpoint trail near Sir William Drive.
 - ACTION: Trail work crew to install a sign indicating the legal route of the Sir Williams Drive view trail.**
 - Beach accesses** also require verification for the map update. Some may need clearing and marking again.
 - ACTION 1: Danenhower and Brockley to review their beach access notes and give them to the map committee as soon as possible.**
 - ACTION 2: Committee to contact Laura Jean Kelly about helping with beach access verification.**
 - ii) **Share the Trails:** Shuttleworth reported that the committee of horse riders, bikers, and GaLTT have put up 15 of the 20 purchased signs about sharing the trails at park entrances. They are placed high to discourage vandalism. They have been requested not to install them within the parks.
 - iii) **SFU-GES project:** Boulton reported that the Research Grant for the two-year project was received, but no recent meetings have occurred. Kate Reynolds will meet next week with Boulton, Gunn, and Skinner (and maybe Boulton) to discuss possible GaLTT activities such as guided walks that tie in with the curriculum.
 - iv) **Broombash and kick-off event:** Skinner reported
 - The kick-off event** at Drumbeg will run from noon to 3pm on Sunday, April 28. GaLTT (Danenhower) will manage group cutting. Lions Club will organise the BBQ and other refreshments; BC Parks will provide trucks for hauling cut broom for disposal. Action will concentrate in the dense growth area away from the camas area in the park.
 - Local volunteer cutting groups** will operate on four Thursdays from 7 to 8.30pm, starting April 25 at: (1) South Firehall; (2) The village area (parking at Agi Hall); (3) Bertha and Jeanette; (4) The Dole Road area. The Cub Scouts are cutting at Rollo Park. Lions Club will organize disposal of the cut broom from these areas.
 - Some broom enthusiasts are doing tests on seeding and effective methods of control.
 - ACTION 1: Board members to ask other groups they are involved with to pick a location to cut broom as a group.**
 - ACTION 2: GaLTT board members will cut broom on South Road from GAHC to Lockinvar before the May meeting.**
 - v) **Rescheduling Hebda's talk:** Gehlbach reported that Hebda is still not responding to messages. She will continue to try to contact him about rescheduling.

- g) **STREAMKEEPERS:** Chris Hills had previously circulated his report:
 - Gabriola Elementary School will be releasing Salmon fry into the lower end of Mallett Creek this Wednesday afternoon
 - SK will participate in Commons Spring Fair
 - They have been in regular contact with a homeowner struggling with owners of the lot being developed beside them about the impact on a seasonal stream and their own property. The owners have talked to MOTI and with Island's Trust and have a case file open with a Natural Resource Officer. They asked if SK could get involved but the issue has created animosity and the Streamkeepers aren't equipped to handle this type of situation.

- h) **COMMUNICATIONS:** Gehlbach reported that she continues to maintain and update the Website and Facebook announcements about upcoming events and activities, and recently responded to a discussion about seasonal wildflowers in local parks and alongside trails.
 - Johnston is very busy managing the ongoing map brochure design update.
 - A repeat ad about the accessibility survey was requested for this week's edition of the Sounder. Reminder emails were sent to all GaLTT members.
 - Emails about regular work crews were sent to GaLTT volunteers as requested.

- 6) **OLD BUSINESS**
 - a) **Accessibility project:**
 - Survey:** Cameron reported that so far 263 surveys have been completed, with only 10 of them handwritten. He noted that the written detailed personal comments were extremely interesting and will be very useful as we plan our work. SurveyMonkey has many options for analysis and organization of the results, which will be quick.
 - Gabriola Sands, Twin Beaches Report:** The report is complete and has been submitted. We have copies. The contractor Stan Leyenhorst's invoice has been paid and Landry has invoiced BC Parks for reimbursement.
 - b) **Volunteers' use of power tools**—Danenhower had previously circulated the committee's proposed policy and waiver re volunteers' use of power tools.
 - Discussion deferred** to next board meeting in May.

- 7) **NEW BUSINESS**
 - a) **Gabriola Trek:** It was decided to have the Gabriola Trek on Sunday, June 2, finishing by walking through some of the new trails in expanded 707 to the Golf Club for refreshments. Several possibilities for the first section of the walk were suggested.
 - ACTION 1: Skinner, Johnston, Shuttleworth, and Gehlbach to continue the discussion to settle the entire route for the trek.**
 - ACTION 2: Shuttleworth to organize a concurrent mountain bike ride with the same starting point and destination.**
 - b) **Island Systems post-graduate project:** Gunn reported that she had spoken that Alice MacGillivray contacted Gunn with a request for GaLTT to assist in planning and/or delivering theme-based walks with a sub-group of 16 students and 4 faculty of Fielding Graduate University, who will visit Gabriola May 28–31 to learn about *Islands as Systems*.

ACTION: Boehm and Cameron offered to help, and Gunn will pass their contact information on to MacGillivray.

- 8) IN CAMERA: Brockley moved the meeting go *in camera* to discuss Marcus' family situation.
ACTION: Brockley to email members for their personal input regarding ways to help the Marcus family at this time.
- 9) ADJOURN: Boehm moved adjournment at 9pm.

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday May 14, 2019 at GAHC.

Present: David Boehm, Laura Boulton, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Libby Gunn, Chris Hills, Nola Johnston, Derrill Shuttleworth, Lou Skinner, Frank Shoemaker.

Regrets: Rebecca Furnell, Anne Landry, Kerry Marcus.

1. Meeting called to order at 7pm by Brockley.
2. AGENDA: Adopted by consensus with the addition of New Business Item 7.3, Illegal wood removal from Elder Cedar Nature Reserve. (Boehm also requested addition to June's agenda of an item about the need for a special group to open/maintain safe beach accesses.)
3. MINUTES from April 2019
 - MOTION: Proposed by Jenni Gehlbach, seconded by David Boehm to accept the minutes for April 2019 board meeting as presented. CARRIED.**
4. CORRESPONDENCE:
 - Nick Doe: Letter April 14 in response to Doe re Coats Marsh and 707 management; email and notes April 23 from Doe re Coats Marsh management planning; and Doe's follow-up letter to GaLTT May 9.
 - Gabriola Museum: Letter April 18 in support of their gaming application.
 - Legends strata group: Response April 22 re GaLTT's request for trail licence on strata road
 - Gabriola Recreation Society: May 2 response re Grant-in-Aid application.
 - Camp Miriam: May 2 requesting volunteer work opportunities for summer campers.
5. COMMITTEE REPORTS:
 - 5.1 EXECUTIVE: Brockley reported that he and Executive Committee (in addition to correspondence noted above):
 - Discussed trail licence possibility for Seymour strata road with Strata chair.
 - Collected and delivered gift from Board members to Tom and Kerry Marcus.
 - Developed and gave presentation (with Anne Landry) at Friends of French Creek Conservation Society AGM on April 24.
 - Wrote letter to Nick Doe in response to his letter of March 24.
 - Assigned proxy to NALT for Land Trust Alliance of BC AGM.
 - Wrote letter for Gabriola Historical & Museum Society in support of gaming grant application.
 - Met with Vanessa Craig (RDN Director, Electoral Area 'B') for one hour. She knows us mainly as a trail-building organization, our work with invasive plants, and our participation in development proposal processes. Discussed Community Work Funding being used mainly for the Village Trail (now approved by MOTI) currently, rather than e.g., beach access stairs. Craig was uncomfortable having sole discretion over community works

spending decisions and would prefer to have an advisory committee to help with decision-making.

- Phone conversations with property owner and RDN staff regarding potential land acquisition.
- Submitted survey to Wildlife Habitat Canada for potential land trust projects under the new Natural Heritage Conservation Program.
- Met with RDN Parks staff regarding the signage project in 707 Community Park.
- Submitted proposal to Islands Trust Conservancy for 2019/20 work in Elder Cedar Nature Reserve, in particular to build a boardwalk near the Windecker entrance to the Reserve.

5.2 TREASURER: Skinner reported that our budget is on track aside from negative map sales.

On April 30, GaLTT had \$17, 174 in our accounts, and \$125,000 is invested in a 90-day GIC (maturing early July). Payments made during April were:

Cheques: #168, April 8 to Rob Brockley \$40 for BC Society filing; #169 April 8, to Lou Skinner \$95.18 for purchase of two loppers. #170 April 9 to the Commons \$10. for room rental.

E-transfers: April 2 to Shoring Signfast for \$33.60 (dog signs); April 8 to Outdoor Recreation Council \$96. (membership fee); April 11 & April 16 to The Haven for \$50. (refunds for restocked maps); April 16 to Gallery Press \$58.22 (broom-bash flyers); April 18 to Arbutus Home Building \$306.44 (Elder Cedar trail building supplies). Bank charges \$9.

Cameron had prepared to advertise GaLTT's book-keeper's position since Maureen O'Rourke is leaving in June, but board member Frank Shoemaker has volunteered to take on the task as part of his board duties. Since Skinner is busy with her new role of Community Engagement chair, Shoemaker will also take on the role of Treasurer, thus becoming a member of the Executive Committee.

MOTION 1: Proposed by Jenni Gehlbach, seconded by David Boehm that Frank Shoemaker be appointed Treasurer of GaLTT and also perform the duties of the Society's book-keeper after Maureen O'Rourke's contract expires. CARRIED.

MOTION 2: Proposed by Tom Cameron, seconded by David Boehm that Frank Shoemaker be added to the list of signatories for GaLTT. The five signatories are: Rob Brockley, Tom Cameron, Jenni Gehlbach, Frank Shoemaker, and Lou Skinner. Any two of these five may sign on behalf of the Society.

5.3 MEMBERSHIP: Furnell had previously circulated the list of new and renewing members.

MOTION: Proposed by Nola Johnston, seconded by Lou Skinner to accept the listed applicants as members of GaLTT. CARRIED.

5.4 TRAILS AND PARK MANAGEMENT:

- a. **Trail work (See also Item 6.2):** Danenhower reported that he is still working on getting an active committee going. This month the committee has:
 - Placed new trail signs in Robinson Woods.
 - Repainted beach access markers.
 - Noted missing or displaced beach access markers.

- Participated in three broom-bashing events.
 - Discussed the pros and cons of using gravel and boardwalks to allow pedestrian access along the wet section of Peterson to MacDonald trail. There were concerns about damaging the nearby wetland with gravel infill.
- b. **Invasives control:** Boehm reported invasive plant activity was mostly with broom this month. He is very concerned about giant hogweed infestations. BC Parks sprayed it in Drumbeg Park several years ago, but since then Boehm has pulled emerging plants by hand. It also grows on private land near Robinson Woods and is beginning to spread toward the wetland there.
- c **POSAC**—Brockley had no report. The next meeting is in June.

5.5 ACQUISITIONS, COVENANTS, AND TRAILS: Nola reported that committee members have been exploring the possibilities of new trails and trail licences. Also:

- Trail licences:
 - A trail connector on the ROW from Church St to Tin Can Alley has been laid out and is on the schedule for trail building on June 9.
 - Our request for a trail licence for the Seymour Road connector has been declined by the strata, citing issues with regard to insurance and liability.
- Covenants: Elder Cedar/Bachmann monitoring is complete. Robinson Woods monitoring is upcoming in June; Landry will notify as to the schedule.
- Conservation funding: A new Federal conservation funding initiative called The Natural Heritage Conservation Program offers opportunities for GaLTT. They have committed \$100m over four years to protect habitat (goal is 200,000 ha), administered by Nature Conservancy of Canada; Ducks Unlimited is a partner. They will provide 1/3 funding for projects; the rest must come from other (non-federal) sources.
- Acquisition planning: The ACTL committee recognizes that GaLTT needs to engage in long-term planning to identify projects and properties of interest. We should begin our formal acquisition evaluation process on properties of interest so that we have our ducks in a row if we need to move quickly. Landry will initiate the process of developing a simple conservation strategy that provides a list of priority properties. This will involve consultation with knowledgeable community members and accessing resources from government agencies when possible. Johnston has begun to set up the structure for a watch-list of “properties of interest” for acquisition and trail licences. This will be provided to real estate agent so we can be notified when properties come up for sale (and then change hands).
- Ken Gurr (a trained ecologist and member of the Chamber of Commerce) has approached Cameron about working with GaLTT on issues relating to conservation and education, specifically for landowners who wish to know more about conservation goals and strategies for their properties.
ACTION: Cameron to invite Ken Gurr to discuss with the board his plan to produce materials to help landowners conserve their properties.

5.6 COMMUNITY ENGAGEMENT:

a. Map committee: Johnston reported:

- Geraldine Manson gave us a map with Hul'qumi'num' place names, and Cameron Murray has added these to the new trail map.
- The committee made the following decisions re map content: *We will not attempt to classify trails by difficulty; the map will note that any trail on Gabriola may have rough sections and that their condition varies by season and weather.*
- Posts and numbering in expanded 707: all posts are in the ground. Chris van Ossenbrugen has been tasked with developing the numbering system. He met with Brockley and we are waiting for information. See also Item 5.6b.
- Interim arrangement for the market table: GaLTT will hand out our outdated maps for a small donation (labelled as out of date) and Nola will develop a sample detail map of the new 707 trails (possibly laminated) for the market table, and maybe small black and white handout to distribute (also free).

ACTION 1: Gehlbach to change the information about map sales on the website, explaining about the forthcoming update.

ACTION 2: Cameron to organize printed stickers to attach to the outdate maps to be distributed at the market.

- Johnston met with Murray and there are some outstanding questions re map revisions to discuss at the board meeting.
 - Murray wishes to produce a map that is twice the size of the previous edition allowing for better design and legibility. DISCUSSION: pros and cons included bulk and weight; ease of handling in outdoor conditions; whether an enlarged 707 map would still be needed on the reverse; what other information could be included; increased cost of paper and paper; whether increased production costs would result in a big price increase or financial losses on the maps.

ACTION: Johnston to investigate the relative costs of printing and water-resistant paper for the larger format map.
 - The board approved the use of the tent symbol to indicate camping (replacing the teepee icon) but did *not* approve the use of the eyeball symbol to indicate lookout points.

ACTION: Johnston to ask Murray to replace the eye symbol with the customary binocular icon to indicate lookout points.

- b. **Share the Trails:** Shuttleworth reported that in meeting other trail users he is hearing complaints about the number and size of new posts in the enlarged 707 Park. People are assuming this is GaLTT's decision. DISCUSSION: whether a PR campaign is needed to explain the roles of RDN and GaLTT in this.

ACTION 1: Brockley to discuss with RDN and/or Vanessa Craig the need for PR in the community about the new 707 park signage posts.

ACTION 2: Gunn to work with Brockley to draft key points for market volunteers, so that there is consistent and accurate messaging about changes to the 707 signage.

- c. **SFU-GES project:** Boulton reported that the three-year research project has been funded, but no specific project activities have started yet. A gathering of interested parties for this project and the Truth and Reconciliation participants is planned shortly.
- d. **Broombash** Skinner reported that a very large area has been cleared in Drumbeg Park as well as the area near the South firehall. Neighbourhood bashes have had 14 participants—a big increase from last year. The involvement of other local groups as well as the Cubs and Beavers has also been very successful. The broom drop for disposal at the end of Chernoff is working out well—huge piles are accumulating and will be burned under supervision of the fire department. Seed pods are now forming, so the cuts will be stopped soon. On June 1, Lions will do a final pickup around the island and drop-off at the Chernoff site.
- e. **Rescheduling Hebda's talk:** Gehlbach reported that Hebda is still not responding to messages. She suggested deferring the talk until the Fall or even until our next AGM.
- f. **Market display.** The committee is considering the design of a new banner to be used at events. The display table will use the tent and banner awning to increase visibility and the display items will be updated.
- g. **Four summer events** (as yet unspecified) will be planned.

5.7 STREAMKEEPERS: Chris Hills reported that they weren't able to meet last month but have a few things to report on. There was a good turnout for the Salmon Fry Release in April on Mallett Creek and some good publicity around it. They were at the Spring Fair at the Commons, sharing a table with Shorekeepers, which made a lot of sense and might be something we continue to do. A couple of new people signed up to our volunteer/ mailing list. They will also have a display table at Ocean's Day in Descanso Bay Park on June 9.

5.8 COMMUNICATIONS: Gehlbach reported that they:

- maintained website and FB page with updates re broom bashing, trail work, Commons Spring Fair, access survey, and the upcoming trek
- responded to GaLTT-related FB discussion/questions re invasive plants and Coats Marsh water level and the beaver dam
- following complaint from a member, revised the wording of the membership webpage to clarify and simplify application instructions
- discussed with other board members membership fee structure (single vs family rates)
- discussed with other board members improving processes for using the PO box.
- met with Geraldine Manson at VIU to discuss FN place names on Gabriola and protocols for identifying sensitive FN sites on our maps.
- prepared and placed newspaper ads for the accessibility survey and its extension
- prepared and placed newspaper ads for broom-bash events

6 OLD BUSINESS

6.1 Accessibility project survey: Johnston reported that the survey is now closed—we had 280 respondents plus a few late paper copies that still need to have their data entered. She will organize a meeting with Dyan Dunsmoor-Farley and Cameron to discuss the interpretation of the results.

6.2 Volunteers' use of power tools: Danenhower had previously circulated a chainsaw policy that was long and complex. There are currently 4 or 5 trail-work volunteers who are able, equipped, and qualified to operate chainsaws. DISCUSSION: Training, insurance, certification, and appropriate protective clothing and equipment are needed for safe chainsaw use—this may be outside GaLTT's mandate and/or capabilities to provide.

DECISION: GaLTT volunteers who understand and comply with safety requirements, supply their own equipment, and sign a waiver may use chainsaws but only for removing snags and fallen trees that block trails. Tree trimming and falling are not our jobs.

6.3 Cross Gabriola Trek route has been decided and tested for timing:

1st leg: 10am leave Whalebone to Elder Cedar; Kensington Lands to Tait;

2nd leg 12.15 leave Tait on the trail parallel to North Rd to 707 and on trails to Jeanette;

3rd leg 1.45 leave Jeanette to walk south and west to the Golf Club on new 707 trails.

Arrive Golf Club 3pm. Gehlbach to lead the first section; Brockley to lead the second;

Johnston to lead the third. Sweeps to be arranged.

7 NEW BUSINESS

7.1 Membership fee structure discussion: Deferred to June meeting.

7.2 BC Parks Enhancement Fund: Interpretive signage. Gunn who has worked on signage issues with Parks Canada, and Johnston who has done so with BC Parks, felt that this issue was too complex for us to make a timely, useful judgement.

7.3 Wood removal from Elder Cedar: Deferred to the June meeting.

8 Moved by David Boehm to take discussion *in camera* to discuss a possible park addition.

9 Moved to by Rob Brockley to move *ex camera* and adjourn at 9.15pm.

MINUTES of GaLTT Board Meeting

Tuesday, July 9, 2019 at 465 Bruce Lynn Drive

OUR FOCUS: PROMOTING CONSERVATION & PROTECTING NATURAL HABITATS; DEVELOPING & MAINTAINING PUBLIC TRAILS;
CONTROLLING INVASIVE PLANTS; PUBLIC EDUCATION & AWARENESS OF OUTDOOR RECREATION & CONSERVATION ISSUES.

1. Call to order—Brockley

2. Review and approve agenda

MOTION: proposed by Landry, seconded by Shoemaker to accept the agenda as presented. Carried.

3. CORRESPONDENCE

- Thankyou from Fielding Graduate University
 - Gabriola Recreation Society email approving our request to alter the terms of our grant from laying gravel to installing boardwalk(s).
 - IT puts Elder Cedar boardwalk on hold: concerns about long-term maintenance. Onsite visit will be held next winter when water is high.
-

4. MINUTES: from the June 11 meeting.

MOTION: Proposed by Boehm, seconded by Skinner to accept the minutes for June 2019 board meeting as presented. CARRIED.

5. REPORTS:

1) **President/Exec**—Brockley

- Wrote response to Nick Doe's email of June 11, 2019.
- Prepared written report of GaLTT activities to POSAC.
- Several communications with RDN to finalize post-numbering, trail naming, and trail designations in 707 Community Park and Coats Marsh Regional Park. Final trail maps and numbering have been forwarded to Nola Johnston for incorporation into new GaLTT trail map. **UPDATE:** RDN has begun installing numbers.
- Participated in conference call with several land trust and conservation organizations about reducing wildfire risk on covenant lands; prepared summary notes, and distributed notes to Board members.
- Email to Chamber of Commerce to request that the new 707 Community Park boundaries be included in next year's Visitor Guide.
- Responded to property owner complaint about trespass on public beach access and visited site to assess situation. The ROW appears to be intact.
- Sent thank you card to Maureen O'Rourke. **UPDATE:** Frank still needs to meet w/Maureen, she will do July, transition in process.
- Communication with Legends strata president regarding width of private strata road ROW. Strata owners have granted GaLTT the right to construct a new trail on the east side of the ROW adjacent to the private road, thus avoiding the necessity of getting approval from RDN to construct trail in the adjacent linear Community Park.
- Email to Elaine McCulloch (RDN) requesting clarification of process for potential trail-building project for Seymour Community Park.
- Reviewed Islands Trust staff report regarding proposed bylaw amendment to establish an Ecological Protection Zone on Gabriola. Forwarded Staff report to Board members.

- Met with Nick Doe and others to assess ecological values of two properties.
- Met with Laura-Jean Kelly and Anne Landry to discuss Shorekeepers' interests and opportunities for cooperation and collaboration.

2) **Treasurer**—Skinner/Shoemaker

Bank balances on June 30: chequing \$ 21,715 and savings \$ 3455. \$125,000 90 day redeemable GIC at 3% interest has just come due and will probably be renewed, subject to board discussion.

Expenses:

- June 1 - cheque to Sean Hawkes \$30 for gas for broom pick up. Charge to broom
- June 7 – e-transfer to Libby Gunn \$137.74 reimbursement for banner. Charge to community engagement, fundraising.
- June 8 – e-transfer to Madeline Ani, \$11.37 for title search. Charge to legal, ACTL.
- June 11 - cheque Peter Danenhower, \$465.67 for tools. Charge to Trails.

DISCUSSION: GIC will be rolled over

3) **Membership**—Furnell by email

	1 YR	5 YR
New single	3	–
New family	4	1
Renew single	–	–
Renew family	2	1

MOTION: proposed by Furnell, seconded by Landry to accept new members. Carried.

4) **Trails & parks management**

a) Trail work —Danenhower

- **Work parties:** Trimming in Haven Woods and the 707. Over the rest of the summer: Several reports of trimming needed have been received, a bridge needed over the creek on the Tait Rd - Elgie connector, Chichester connectors trail to be built, beach access signs to be installed, McDonald - Petersen boardwalk construction, will need to do at least two invasives control work parties (Robinson Woods ivy in trees and Tansy ragwort removal somewhere, probably EC),etc.
- **Signs:** Installed signs to better mark trails at the end of St. Catherine's and Prince Edward. Also, elaborated the sign at the Tin Can Alley end of the Church St. - Tin Can Alley Connector as requested by B. Rooks. Supplies for making more beach access signs will be delivered to the volunteers to paint.
- **Got approval from the Gabriola Rec. Society** to change our project on the McDonald - Peterson connector to a boardwalk, rather than using gravel.
- **Issue:** The trail connecting Seymour (actually the strata road at the end of Seymour) and the main trail into the federal lands at the end of Lackehaven, needs trimming

badly. This is an important local connector. Do we want to expand our activity in the federal lands to include more trails?

DISCUSSION: Tom has researched this and it's okay to maintain existing trails on federal lands.

MOTION by Danenhower that GaLTT maintain the Seymour connector trails, seconded by Lou. CARRIED.

- Chainsaw policy: will come to the September meeting for discussion.

ACTION: PETER needs a good tansy patch for a work party (there doesn't seem to be much at the EC meadow that we previously cleared). Please send suggestions. There is daphne at the end of El Verano.

b) POSAC—Brockley

Parks and Open Spaces Advisory Committee Meeting was held June 17, 2019. Relevant:

- Delegations: Nick Doe expressed concerns about protection of Coats Marsh Regional Park following the recent acquisition of adjacent 707 parkland and public use trails. He objected to his perceived management planning for these two parks without public input. Discussion about possibility of closing trails leading directly to the marsh and installation of explanatory signage and signage regarding restricted uses.
- Village Way Path – MoTI has confirmed it will support the RDN's revised approach to path design. Final drawings and updated costing need to be completed followed by an operating plan that will form part of a MoTI licence to develop the path. Advance to tender phase is anticipated in the fall of 2019.
- Development Cost Charge Study for RDN Parks – The protection and acquisition of parkland has been highlighted as a priority by the RDN governing board. RDN staff have been directed to initiate a Development Cost Charge (DCC) study for regional parkland acquisitions and improvements for community parks in 5 of 7 Electoral areas. The study will likely commence in the fall of 2019, with the findings prepared for RDN Board consideration in 2020.
- Parks and Trails Strategic Plan – The RDN Board has approved a Terms of Reference for developing a new Parks and Trails Strategic Plan. Once developed, the strategic plan will guide the planning and development of RDN's parks and trail system for the next 10 years. Currently, services are spread between Electoral Area Community Parks and Regional Parks. The new strategic plan will consider regional and community parks and trails as one system and will seek to maintain connectivity between parkland and recreational amenities.

DISCUSSION: Tom concerned that EP zoning will be applied to all of the donor lands. We need to stay on top of what is done with this.

5) Acquisitions, covenants & trails—Johnston

The committee did not meet in July, so there is not a great deal to report. There is ongoing work on investigating opportunities for trails, trail licences, covenants, etc. Specific recent work has included:

- Members of the committee did an on-site reconnaissance to review land for in-camera discussions, as a first step for evaluation of its conservation/other values.
- Nola met with the Museum's Truth and Reconciliation committee to discuss working with the Museum and the Snuneymuxw FN to develop an interpretive sign to put on the beach

at the “Reserve” lands, to educate people about the land’s ownership and the significance of Burial Island. Gloria Filax will ask Geraldine Manson about initiating a project and what approvals might be needed from the SFN.

6) Community engagement

a) Market table—Danenhower/Skinner

- Libby has worked to make the market table more visually appealing and focused including a new banner
- We are almost out of maps to sell (Possibly less than 30)
- The system of taking money and paperwork to the kitchen is working from Rebecca’s perspective

b) Map committee—Johnston

Map reprint: Cameron continues to work on the map; Nola has added 707 numbering and route lettering and is working with Jenni on the final text. ETA on completion is uncertain.

ACTION: It was asked if we can we establish a formal route (Descanso to Drumbeg) in the future. Nola will add it to the to-do list for the next edition of the map.

c) Summer events—Skinner

- Starts this week with Whalebone geology (July 11) and forest bathing Friday evening.
- Libby is determining location for the August 8 night walk and Derrill is leading a night cycle on August 30.
- Lou has applied for RDN permits for Blue Heron park and the 707 but haven’t been confirmed yet.
- The committee will meet soon to discuss safety for the events

d) Invasives—Skinner

Broom summary:

- Thursday night cuts were held at South fire hall, village area, Bertha neighbourhood and Dole avenue and 42 volunteers cut for 126 hours during Thursday night cuts
- Drumbeg had 64 volunteers for approximately 160 hours plus an additional 7 volunteers (14 hours) for the second pick up. Rose Anderson provided a second dump truck to assist Park ranger Heather Steere taking it to the broom drop at the end of Chernoff.
- The broom drop seemed to work well at Dave Lorette’s property. It was open three Saturdays in May for public drops and June 1st for the Lions island pick up and drop off
- The broom will be burned probably in the fall with a permit
- Approximately \$450 of the \$1000 budget was spent with only one paid ad. The Sounder was generous with its coverage. Lou used her own reciprocating saw for cutting large broom and may use funds to purchase a dedicated saw.
- Linda Hellenius and Kim Kasasian continue to carry out broom experiments and have discovered seed viability was generally two weeks after seed pods appeared.

Ideas for next year:

- Extend Thursday night cuts by two weeks
- Contact Meals on Wheels to see if any seniors need broom cutting help

- Check with Rick Jackson about his thoughts on pulling broom into the forest as the Lions recommend. **UPDATE:** Lou talked to Rick Jackson about perspective on Lions suggestion re putting broom in forest; doesn't approve (fire proofing, ownership of land)
- Have a few sample areas where native grass seed is put on disturbed soil in the fall (Dole and Stephens) to see if the grass will inhibit broom seedlings. **DISCUSSION:** Pilot project wants to plant native grasses on road allowances where plants have been torn out to help prevent seedlings from growing. Ask Broombusters. Tom says many "native seeds" are contaminated with other weeds. Wood chips might be better. Try out on private property first.
- Endeavour to make the north end broom free on public land and then push down into the south
- Create a list of contacts for people who cut broom for pay

Camp Miriam

- Lou cut broom with approximately 24 teens at the school on July 7, in the pouring rain
- Two more sessions are scheduled on July 31 and August 13. If there are GaLTT projects that could use the kids, contact Lou

ACTION:

- We have a collection of trail books that have not been selling. As a perk, consider giving them to new 5 year members (for as long as they last).
- We should record visitor stats (number of contacts, local/visitors, maps/biking/subject) at the market table.
- Invasives sheet signups: Libby will collect names, email Jenni contact info.

7) **Streamkeepers**—Hills

Nothing to report

8) **Communications**—Gehlbach

Reports: Wrote & circulated agenda and minutes

Emails:

- to volunteers about trailwork crews
- to members and volunteers about summer events

Facebook

- Announcements re trail work and events on GaLTT's FB page
- Monitored & participated in public discussions re Tansy Ragwort and Daphne laurel on community pages

Website

- Placed announcements about summer events and volunteer trail work
- Updated past events reports
- Updated pages about invasives, making trails, donating, and becoming a member

Map

- Wrote and edited text for the new map brochure

- Refined brochure layout design
- Worked with Cameron to change some text and line styles fro improve clarity

Newspaper:

- Submitted Rob’s article re forest bathing
 - Designed and submitted ad re summer events
 - Submitted listings for the Sounder Events Column
-

6. OLD BUSINESS:

1. Membership fee structure (deferred from May & June)—Cameron

Proposed discussion withdrawn.

2. Opening, maintaining safe beach accesses—Boehm

It is important to maintain safe accesses. This falls under Trail Ops. We have no jurisdiction, we only maintain markers and put those that we know are open on our map. Shorekeepers is interested in discussions.

Note that there are ROWs that are not labelled on the map.

ACTION: we will have a 20 minute discussion at the September meeting.

3. Accessibility project update—Cameron/Johnston

Nothing new to report.

4. Wood removal from Elder Cedar —Landry

No wood appears to have been removed.

7. NEW BUSINESS:

1. Ecological protection zoning—Brockley

See Rob’s report. Staff doesn’t appear to have yet had conversation with RDN and ITC, this is a beginning stage. Definitions are pretty weak. Once there is a draft bylaw it will presumably be sent out to referral.

ACTION: Rob will send a formal request to Ian Cox asking for an opportunity to comment on the draft bylaw.

9. Adjourn to potluck supper

MOTION by Shoemaker

Minutes of GaLTT Board Meeting

Board of Directors Meeting Tuesday September 10, 2019 at GAHC. There was no August meeting.

Present: David Boehm, Laura Boulton, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Libby Gunn, Nola Johnston, Anne Landry, Derrill Shuttleworth, Frank Shoemaker, Lou Skinner. **Regrets:** Rebecca Furnell, Chris Hills, Kerry Marcus.

- 1) Meeting called to order at 7pm by Brockley who acknowledged that we were meeting on unceded Coast Salish territory.
- 2) AGENDA: accepted as proposed by consensus with the addition of one item brought forward from our June meeting:
Item 7.4: Shoreline erosion at Twin Beaches (Boehm).
- 3) DISCUSSION TOPIC: **Opening, Marking and Maintaining Beach Accesses**
Many official beach accesses are currently unusable by the public, either because they are undefined and grown over or because they have been deliberately obscured or blocked by neighbours.

Points raised in discussion:

- Johnston and Danenhower have a spreadsheet of beach accesses, which needs updating with the latest data.
- RDN maps show beach accesses numbered GI1 to GI90, but there are gaps—some are obvious, others not.
- There must be several official accesses between Twin Beaches and Orlebar Point but they are unmarked and hard to find.
- RDN maps mark ROWs, which while legally accessible to the public may not be physically accessible. These are called URAs=undeveloped road accesses—MOTI has authority for these.
- The issue should be addressed at POSAC
- It is surprising that insurance companies have not demanded something be done at unsafe, well-used accesses.
- At Joyce Lockwood Park, the bank is too unstable to replace the old access stairs, so the RDN is seeking permission from government officials and SFN to put the access 50 feet further along in the Crown Lands.
- We have a letter from Peter Hellenius regarding the GI-52 access at Degnen Bay. It is not clear where the road allowance is (folklore vs RDN)

ACTION 1: Danenhower, Boehm, and Skinner to form an *ad hoc* committee to deal with beach access issues

ACTION 2: Danenhower and/or other *ad hoc* committee members to visit each official access point and update our notes about what is needed for clearance and signage.

ACTION 3: The committee to keep a list of complaints about beach accesses and prioritize which to address.

ACTION 4: Danenhower to invite a Shorekeepers' representative to be on the committee.

ACTION 5: Johnston to maintain the documents up to date as the committee works.

4) MINUTES from July 2019 (*Note there was no August Board meeting*).

MOTION: Proposed by Peter Danenhower, seconded by Derrill Shuttleworth to accept the minutes for July 2019 board meeting as presented. CARRIED.

5) CORRESPONDENCE:

- Letter from AFCC/AFCLT noting their name change and request to change the contact information on our webpage accordingly.
- Letter to techsoup Canada re reduced-cost accounting software for non-profit organizations.
- Letter from Chris Hills resigning his position on the Board
- Letter to Gabriola Housing Society offering congratulations and help if and when needed regarding trails and/or covenants on their newly acquired land.

6) COMMITTEE REPORTS:

a) PRESIDENT/EXECUTIVE: Brockley reported that he:

- Sent email to local Trustees requesting opportunity to comment on draft bylaw amendment to add Ecological Protection zone.
- Conducted “forest bathing” walk at Elder Cedar Nature Reserve.
- Responded to several emails sent to info@galitt.ca.
- Sent letter to TechSoup Canada to request free QuickBooks accounting software.
- Obtained permission from Seymour Strata Association for construction of connector trail on privately held ROW adjacent to the private strata road.
- Signed trail licence amendment with owner of the smaller of the Haven Woods properties.
- Wrote article about the new GaLTT map for submission to the Sounder.
- Prepared and submitted RDN Community Grants application for chainsaws and hedge trimmers.
- Prepared and submitted a completion report for the Gabriola Recreation Society grant to upgrade the Peterson to McDonald trail with boardwalks.
- Attended a Board meeting of the Gabriola Fire Protection Improvement District to express GaLTT’s interest in allowing limited public access to the strata property below the dam should the GFPS Trustees agree to accept partial liability for the Mallett Creek reservoir/dam.
- Email to Vanessa Craig (RDN Director) about GaLTT’s potential interest in participating in land purchase for parkland adjacent to the 707 Community Park.
- Email to Vanessa Craig (RDN Director) about the proposed secondary access ROW between the Canso neighborhood and Descanso Valley Road and GaLTT’s interest in ensuring public access, either along the access road or on a GaLTT-built trail beside the access road.
- Wrote letter to Gabriola Housing Society regarding GaLTT’s willingness to discuss future trail connections and conservation covenants for Paisley properties.
- Preliminary planning for upcoming Strategic Plan review.

b) TREASURER: Shoemaker had previously circulated the Financial Statements for July and August. He is still working on improving the format of the reports. He noted that we have already sold/distributed 750 out of 2000 maps for \$5 each (income=\$3,750) and their cost was

\$1.75 each (= \$3500). He also noted that reported Special Projects was a large figure and at the request of Landry he was seeking to show each project's cost by name.

ACTION: Shoemaker to break Special Projects down into particular projects, e.g., Accessibility and Elder Cedar Construction, to clarify how money is being spent.

- c) MEMBERSHIP: Furnell had previously circulated to the board the list of new and renewing members.

MOTION: Proposed by Jenni Gehlbach, seconded by Nola Johnston to accept the listed membership applicants as members of GaLTT. CARRIED.

ACTION: Shoemaker to meet further with Furnell to improve the system for registering membership applications and issuing receipts.

- d) TRAILS AND PARK MANAGEMENT:

Danenhower reported that he is finding it quite interesting to sit on the ACTL committee and is trying to heed the suggestions they give to trail operations. This summer trail work committee has done the following:

- *Invasives*. There were two work parties devoted to invasives control: 707—Tansy ragwort removal near marker 44. Drumbeg PP—Tansy ragwort, thistle, and broom removal. These were extra work parties, organized outside the usual schedule, although one was on Sunday.
- *Trail work*:
 - Two regular work parties installed approximately 180 feet of boardwalks at the Peterson Rd end of the MacDonald-Peterson connector trail. This work was partially paid for with a \$1,000 grant from the Gabriola Recreation Society. The donation from the liquor store is also going to this project. There were several mid-week work parties of 2-3 people who finished-up details of this project.
 - Another regular work party trimmed the Evans trail and Merlin's trail. In addition, a mid-week work party repaired a bridge on the Evans trail. We suspect a tree fell on the bridge breaking the frame.
 - Barry has agreed to be the new construction manager on a trial basis. Trail work involving bridges and boardwalks will now be planned and organized by him. Peter will continue to watch the budget, since these projects tend to be expensive.
- *Beach access*: volunteers Lars, Gina, and Ken are assembling and painting the yellow and black beach access markers. They are working on twenty. Some are done with painting and just need the sealant. The markers are all at Lars' house.
- *Looking ahead*:
 - Ivy control and clipping is needed on the Robinson Woods property, clipping on the Seymour-Lockhaven trail, Wilkinson Way trail, and in the 707 CP.
 - Two new trails are being considered: one is on the Chichester ROW and the other is on the Rowan ROW to re-open the Rowan Rd beach access.
 - Boardwalks are needed on the Keith Rd ROW trails and also in Robinson Woods.
- *Power tools*

- Policy and waiver for volunteers (see separate documents) needs to be approved by the board.
- Rob has applied for an RDN grant of around \$3200 for the purchase of power tools (chainsaws and cordless hedge clippers). Rob and I agreed that it would be a good idea to provide tree removal volunteers with new chainsaws, so they don't have to wear-out their own saws, and we can be sure the saws are properly equipped.

- Chainsaw policy:

ACTION 1: Johnston and Gehlbach to help Danenhower finalize the Chainsaw Policy document's wording.

- Skinner reported that the Commons' boardwalk is in need of repair, but people there thought GaLTT may not be willing to help.

ACTION 2: Danenhower to contact the Commons about repairing their boardwalk.

e) POSAC—Brockley said there was no meeting so nothing to report.

- f) ACQUISITIONS, COVENANTS, AND TRAILS: Johnston reported that the committee wasn't very active over the summer but has now met and things are picking up. Current activities include:
- A number of locations will be evaluated over the winter wet season for potential trails and/or covenants.
 - The committee will follow up on the report in Sounder re a possible connector on Canso Road, expressing GaLTT's interest.
 - We are pursuing a digital copy of an RDN Recreation and Parks map for use in internal planning and upcoming conservation strategy workshops.
 - The results of the accessibility survey have been collected and the process of interpreting them has begun.
 - The beach accesses spreadsheet will be updated (see Item 3 above).
 - Exploration of possible signage relating to Burial Island.
 - A letter to Gabriola Housing Society indicating our interest in maintaining/establishing local trail connections on their new property.

g) COMMUNITY ENGAGEMENT:

- i) Market table: Danenhower reported:

- Map sales have been brisk. We have been asked about posters of the map (not folded) and possibly laminated for our market table and other displays. We could order and print and sell them (for \$10 each?), or maybe we could send the digital files to the printer and let people order them and pick them up individually.

ACTION 1: Johnston to get a price for printing flat posters of the new map.

ACTION 2: Skinner to follow up with the person requesting a poster.

- Danenhower and Gunn are considering how to expand what interactions and information flow happens at the market table—this year it all seems to have been about the new map and changes in 707, with some about invasives. Maybe we could target one issue each week, with a big sign saying “ASK US ABOUT XXX”

- The committee has worked to make the market display table display more appealing. Some brochures have not been displayed recently, partly due to concentration on the maps. Using props such as an invasive plant specimen, or removal equipment, or hiking boots, has been effective, rather than just displaying a sea of paper brochures. The committee purged peripheral or outdated material to simplify the display and reduce the weight of the market cart. They have used vertical display stands and the tent backs and sides to make the display easier to see and more visually appealing.

ACTION: Skinner and Gunn to ensure that stored market supplies are easy to access.

ii) Map committee: Johnston reported:

- Map work was completed, and the new map distributed to vendors.
- A file has already been started with amendments for the next edition.
- Complimentary copies of the map will be sent to trail licence holders, SFN Elder Geraldine Manson, RDN Parks and Rec, politicians, and others as a thank-you.

iii) Share the Trails: Shuttleworth deferred discussion to Item 8.3:

iv) Summer events: Skinner reported that

- summer events attracted 9 people to night cycle, 14 to night walk and 11 to forest bathe.
- she wondered whether any extra insurance was need for night events.
- the committee is thinking of continuing to hold some type of event once a month, e.g., on the first Saturday of the month, throughout the fall and winter and to be advertized in the newspaper and on the FB page as well as emails to members.
- **she has booked Nancy Turner for an event in the first weekend of June 2020.**

ACTION: Skinner to check that insurance covers participants in all our events and programs, day or evening.

- h) STREAMKEEPERS: Chris Hills reported by email that Streamkeepers are still participating in the RDN Watershed monitoring programme, and that data is being regularly collected on Mallett Creek. Since Chris Hills has resigned, a new GaLTT board representative will be needed.

ACTION: Boehm to represent Streamkeepers at GaLTT board meetings, since he is a SK member and attends their meetings.

i) COMMUNICATIONS: Gehlbach reported:

- Record-keeping (agenda and minutes)
- Newspaper
 - submitted article and ad about the new trail map
 - submitted ad and calendar listings about summer events
- Emails
 - to members about GaLTT summer events and our trail map
 - to members about related community events (shoreline clean-up and climate workshop)
 - to volunteers about work-parties

- Facebook and Instagram
 - interact with community bulletin board postings about invasive plants, trail signage, and new maps
 - post work parties and other events on GaLTT's FB page
 - post trail pics on Instagram
- Website
 - Regularly updated homepage re events, event reports, trail map availability
 - Added new invasives info to invasives page and removing outdated information
 - Changed contact info on all pages from AFCLT to AFCC, and edited description of AFCC on the covenants and donations pages
 - Revised Parks page re 707 description and enlargement
 - *In process*: completely revising the trailmap and walk description webpage
- Work with other committees
 - Meeting with Dunsmoor-Farley to discuss Accessibility Survey results.
 - Final edits and proofreading of map before printing.
 - Ongoing updates to signage
- Membership
 - Adjusting the way membership applications/fees and other market info are dealt with among PO Box, Membership, Secretary, and Treasurer

7) OLD BUSINESS

7.1 Accessibility survey: the survey committee met with Dyan Dunsmoor Farley to discuss the survey results and get advice on interpreting the complex data. The committee invited DDF to submit a proposal by Wave Consulting with Fay Weller to analyze and report the findings of our accessibility survey.

MOTION: proposed by Tom Cameron, seconded by Nola Johnston to accept the contract proposal from Wave Consulting to analyze and report GaLTT's Accessibility Survey findings, at a total cost not exceeding \$6200, and to request finding creative ways to reduce costs as much as possible without compromising quality. CARRIED.

ACTION 1: Johnston to contact Dunsmoor-Farley to discuss ways to reduce Accessibility Survey analysis costs.

ACTION 2: Cameron to look into preparing a grant application to the Disability Alliance of BC to cover the costs of this Accessibility Survey analysis.

7.2 Ecological protection zoning: Brockley reported that GaLTT will have an opportunity comment on the new zoning being proposed by the LTC.

7.3 Chainsaw Policy Danenhower presented his draft policy for discussion.

ACTION1: Johnston and Gehlbach to continue this work with Danenhower, fine-tuning the document's organization and bringing it back to the next meeting.

ACTION 2: The team distinguish between the required and recommended actions.

ACTION 3: Skinner to ask the insurance people specifically about chainsaw use.

7.4 Erosion at Twin beaches. Boehm is very concerned that the Provincial Parks Department be alerted to the continued erosion of the beachheads in Gabriola Sands Provincial Park.

ACTION: Brockley to write a letter from GaLTT to the Provincial Parks Department alerting them to erosion conditions at Twin Beaches and asking them what action they will take.

8) NEW BUSINESS

8.1 Burial Island signage: Johnston reported that during discussions with Elder Manson about FN names for our new map, the need for signage at Burial Island in Degnen Bay arose because of people trespassing there disrespectfully. Johnston has discussed this with the Museum who also wish to be involved. We could offer help in the form of shared costs, design, wording, production, or installation of the signage, but the SFN should take the lead in what is needed. It was pointed out that a sign on the government Wharf would be useful also, so two signs may be needed.

ACTION: Johnston to further discuss this issue with SFN Elder Geraldine Manson and the Museum to see what GaLTT's role might be.

8.2 GES and GaLTT Garry Oak meadow restoration project: Landry discussed April Vaninni's approach to us to work with FN and GES on such a project as part of the SFU/GES project. It was noted that there was an unsuccessful effort to restore Garry oaks in Drumbeg Park about 20 years ago.

ACTION: Boulton and Landry to meet with April Vannini about this possible Garry oak restoration project with the school and SFN.

8.3 Bike committee: Shuttleworth has been

- Investigating non-road commuting routes e.g., from the village to the south end, that use suitable trails.
- Noting gaps in our trail network
- Identifying safe trail networks
- Thinking about a possible trail map specifically for bikes
- Identifying mountain bike trails
- Thinking about possible bike-specific signage.

He has been in touch with Scott Colbourne regarding kids and bikes and about the trail through the village. He invites interested board and non-board members to form and join the bike committee.

MOTION: proposed by Derrill Shuttleworth seconded by Nola Johnston to form a Cycling Committee within GaLTT. Board members Shuttleworth, Boehm, and Johnston to be on the committee, as well as other interested GaLTT members. CARRIED

8.4 Invasives Committee: Gunn had circulated a document to help structure discussion about an invasive species strategy. The goal is to develop a clear mission statement, priorities, and strategies to deal with invasive species in the next couple of years, and to decide whether a separate committee is required. Discussion was deferred and will continue by email.

8.5 Strategic Planning: Brockley and Landry have had preliminary discussions and have approached Dyan Dunsmoor-Farley about facilitating our next Strategic Planning session.

ACTION: Landry to book a venue for November 23 to hold our Strategic Planning meeting.

9 No *in camera* meeting was needed. Brockley adjourned the board meeting at 9.30pm.

Minutes recorded by Jenni Gehlbach and amended at October 8 Board meeting.

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday October 8, 2019 at Robert's Place Upstairs.

Present: Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Nola Johnston, Anne Landry, Derrill Shuttleworth, Frank Shoemaker.

Regrets: David Boehm, Laura Boulton, Rebecca Furnell, Libby Gunn, Kerry Marcus, Lou Skinner.

1) Meeting called to order at 7pm by Brockley who acknowledged that we were meeting on unceded Coast Salish territory.

2) AGENDA:

MOTION: Proposed by Derrill Shuttleworth, seconded by Nola Johnston to accept the agenda as circulated. CARRIED.

3) CORRESPONDENCE:

- Letter from President to trail licence holders thanking them and enclosing a new trail map.
- Letter from Mudge Island Land Trust Association (MILTA) reporting that they are dissolving, having achieved their main goal—the acquisition of Dodd Narrows Park—and enclosing a cheque transferring their remaining funds (\$1154) to GaLTT.

MOTION: Proposed by Tom Cameron, seconded by Derrill Shuttleworth to put the \$1154 from MILTA into GaLTT's acquisition fund. CARRIED.

ACTION: Gehlbach to file the MILTA letter.

- Re: last month's proposed letter to BC Parks about shore erosion. DISCUSSION: Rob has not done this yet because it was unclear in September what we are asking BC Parks to do.

ACTION: Brockley to draft a letter to BC Parks asking them what strategy they have for managing beach erosion in their shoreline parks.

4) MINUTES from September 2019 were previously circulated to the board. Brockley requested amendments to:

–Item 6.7.2, adding “RDN Parks and Rec” to the list of map recipients;

–The Motion in Item 7.1 should include the word “creative” before “ways to reduce costs” regarding WAVE Consulting's proposed fees.

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for September 2019 board meeting as circulated previously and amended here. CARRIED.

5) **COMMITTEE REPORTS:**

a) **PRESIDENT/EXECUTIVE:** Brockley reported that he:

- Regarding Community Grant recommendations, Vanessa Craig said that the Board will meet on October 22 to make decisions.
- Responded to request from Outdoor Recreation Council for background documentation to guide the review of the Trails Strategy for British Columbia. Sent notes from 2018 meeting with Chamber of Commerce, GaLTT, horse riders, and mountain bikers regarding trail usage/etiquette issues.
- Signed contract with Wave Consulting for analysis and reporting of mobility survey.

- He and Landry met with IT Trustee Scott Colbourne regarding potential secondary road access to Canso/Keith Road neighborhood and other GaLTT interests and activities.
- He, Landry, and Cameron met with Paul Chapman (Executive Director, NaLT) to develop criteria to be used in upcoming conservation planning exercise.
- Provided questions about island parks and trails to Museum Society for Trivia Night.
- Wrote letter and mailed or delivered GaLTT maps to trail licence holders.
- Wrote summary report of recent GaLTT activities for the October 7 POSAC meeting.
- Responded to emails sent to info@galitt.ca

- b) TREASURER: Shoemaker circulated the Financial Statement for September and discussed the current status overall and of our committee budgets.

ACTION 1: [Shoemaker](#) to clarify the system and process for committee invoicing.

ACTION 2: [Committees](#) to consider their projected budgets for 2020, estimating probable budget items over \$100, and report to Shoemaker **before the November board meeting**.

ACTION 3: [Shoemaker](#) to email all Committee chairs regarding their 2020 budgets; this to include the yet-to-be officially constituted Invasives Committee (probably chaired by Gunn).

ACTION 4: [Shuttleworth](#) to apply through Skinner for the needed RDN Park permits for proposed cycling activities. For non-profit organizations the fee is waived.

- c) MEMBERSHIP: Furnell had previously circulated to the board the list of new and renewing members since the last meeting.

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the listed membership applicants as members of GaLTT. CARRIED.

- d) TRAILS AND PARK MANAGEMENT:

5.4a Trail work: Danenhower reported:

- *Budget 2019:* The committee has spent most of its budget for 2019. The remaining \$400 is needed for emergency repairs and maintenance. The committee has identified two more high priority projects that, if completed, will need extra funding this year.
 - A ~28-foot boardwalk bridge is needed over the badly flooding area of the Tait-Elgie connector trail allowing a separate route to the horse path.
 - Non-slip metal grid surfaces (50 feet have already been attached, but 18 more full sheets are needed) for the new boardwalks on the McDonald -Peterson connector.

MOTION: Proposed by Frank Shoemaker, seconded by Tom Cameron to increase the Trail Operations 2019 budget by \$1000 to be used at the Committee's discretion for high priority projects. CARRIED

- *Projects and budget for 2020:* The Committee has been accumulating a list of needed work to aid in estimating next year's budget. The list includes:
 - Robinson Woods: Finish boardwalk(s) and repair existing boardwalk (may require cedar boards).
 - Keith Rd. ROW boardwalk (on hold until the RDN and IT decide what they want to do with Keith Rd.).

- Finish boardwalking the McDonald-Peterson connector trail.
- Elder Cedar accessibility trail (will need external funding).
- Elder Cedar boardwalking in North East corner (requires approval and funding from ITF).
- Commons boardwalk repair: This will require external funding and may need cedar boards.
- Accessibility trail in the 707 (possibility needs to be explored, hopefully funded by RDN).
- Rowan Rd. ROW beach access

Danenhower noted that as parks expand and we develop more trails, this means much more work and volunteer hours; we need to manage this.

ACTION 1: Board consider ways to increase our volunteer hours and manage the workload in our expanding trail system.

ACTION 2: Board members to alert Danenhower to other projects needed next year.

- *September/October trail work:* Bi-weekly work parties clipped trails at Evans Road, Merlin's Trail, Wilkinson Way, and Coats Marsh access from Coats Road. Next session will be October 20 because of Thanksgiving. The next couple of work parties will work on Chichester ROW trail. There are reports that several 707 trails need work.
- *Extra mid-week volunteer work:* Volunteers repaired the Evans Trail bridge and replaced the missing signage. Sharp edges were filed off the plaque on the Joyce Lockwood bridge. Mike Pelzer and his wife routinely clip the trails and clear brush in Elder Cedar. Another volunteer regularly maintains Haven Woods. The Hellenius family has offered to maintain the Rowan Road ROW trail if GaLTT builds it—a brush cutter will be needed to cut blackberry.
- *Beach accesses:* Twenty beach access markers are nearly ready for placement, needing only their sealant. They will be placed at locations identified by Brockley and Danenhower.

5.4b. POSAC—Brockley reported that POSAC met on October 7 (yesterday).

- i) Yann Gagnon has replaced Wendy Marshall (retired) as Manager of RDN Parks Services.
- ii) Brockley (GaLTT) and Derek Kilbourn (Gabriola Recreation Society) summarized their organizations' written reports.
- iii) Parks update (January to March 2019):
 - (1) Huxley Park: RDN awaits Federal grant applications decision (total \$1million). Even if awarded skatepark construction will likely not be completed until 2021.
 - (2) Village Way path: MOTI will review the revised design drawings reflecting changes to drainage infrastructure this fall. RDN is working on MOU with MOTI. Construction is planned to begin in early Fall 2020, completing December 2020.
- iv) Parks update:
 - (1) Two new metal staircases at public accesses on DeCourcy Peninsula were completed this summer.

- (2) Metal stairs to beach at Bluewhale Community Park have been removed for the winter.
- (3) New box stairs to beach have been installed at Hummingbird Community Park.
- (4) RDN is considering installing removable metal stairs or ramp at Spring Beach.
- (5) Bench was recently installed at the viewpoint at Pilot Bay Community Park.
- (6) An old well at Clamshell Community Park was recently discovered and will be deactivated.
- (7) The RDN is still awaiting response from Federal government regarding their request to build box stairs on Federal land at Joyce Lockwood Community Park.
- (8) Several western redcedar trees in Descanso Regional Park died and will be removed this winter. This will be accompanied by restoration work with native plants.
- (9) New accessible toilets will be installed at Descanso Bay RP.

DISCUSSION: Cameron remarked that the Taylor Bay Road signage at Descanso Bay Regional Park is inadequate for publicizing the campground entrance. Hikers often end up on McConvey Road, having missed the entrance to the campground.

ACTION: Cameron to draft a letter to Elaine McCullough for Rob's signature regarding improving the visibility of the Campground signage from the road.

e) ACQUISITIONS, COVENANTS, AND TRAILS: Johnston reported:

- (1) **Gabriola Housing Society Lands:** Brockley has sent a letter to Nancy Hetherington-Peirce asking to be on GHS radar as they move forward, as we have an interest in maintaining/ensuring trail connections in the Paisley Place area.
- (2) Brockley and Landry have communicated with Vanessa Craig and Scott Colbourne re a **Canso connector**; they are currently looking at upgrading the existing ROW (our trail) for emergency access.
- (3) **Rowan Rd ROW:** a reconnaissance has determined that an access would be possible, and it has been added to the Trail Ops list for future planning and work.
- (4) **Chichester ROW:** a connector trail has been flagged and is on the trail operations list for development.
- (5) **Federal conservation funding:** closing dates are very tight so we won't be able to apply in this first round; will find out more at Land Trust workshop in Victoria in November.
- (6) **Conservation strategy:** workshop planning is underway.
- (7) Database and online storage using **G Suite for Non-Profits:** Nola is in the process of pursuing this.
- (8) **Map:** Complimentary printed maps have been distributed to trail licence holders and others. We are asking ARC to print 25 unfolded "poster" maps for sale, Nola has provided a digital high-res copy of the new map to Nanaimo SAR.
- (9) **GPS unit:** deferred.
- (10) **Signage near SFN reserve, burial island:** Nola will speak to Geraldine about this when Geraldine is available.
- (11) **Satellite imagery for the planning map** is still unavailable. Johnston will follow up with Kevin Robillard by phone.
- (12) **GIS systems:** Johnston has spoken with John Peirce about working with "GIS-lite" system for land trusts to use. Will discuss this further and hopes to meet with Tim

Ennis of Cowichan Land Trust.

f) COMMUNITY ENGAGEMENT:

- i) Market table: Danenhower reported activity is slow now. DISCUSSION whether longer shifts might make it easier to find enough volunteers.
- ii) SFU-GES project: Boulton was unable to attend the recent meeting but distributed the minutes of that meeting to the Board.

g) STREAMKEEPERS: No report.

h) BICYCLE COMMITTEE: Shuttleworth reported that:

- Recently the roads have been in a terrible state for biking while roadwork was being done, with much loose gravel and no lane marking. This will be resolved soon when loose gravel is swept off. He is waiting for a call from the project foreman.
- He is waiting for a call from Scott Colbourne about a cycling coalition meeting later this month involving commuters, GORCA, and GaLTT.
- He has talked briefly with Eric Boulton about the possibility of a trail on the BC Hydro right of way beside his property along North Road near Peterson. He will explore this further.
- He has heard good reactions to the new trail map.
- Blowdown trees and debris are removed during weekly trail maintenance by GORCA.

ACTION: Board members to let Shuttleworth know of secondary (bike) trails that need maintenance.

i) COMMUNICATIONS: Gehlbach reported:

- Electronic and paper record-keeping (correspondence, agenda and minutes)
- Emails
 - to members about their interest in buying flat posters of the trail map.
 - responding to queries about membership and donations
 - to volunteers about work-parties
- Facebook and Instagram
 - Interactions with community bulletin board postings about florist employees cutting Daphne laurel.
 - posted work parties on GaLTT's FB page
- Website
 - Regular updates of homepage re events, event reports
 - Completed extensive revision of the trailmap and walk page with click links to alphabetized walk descriptions and enlarged map clips.
 - Discussions and testing of Johnston's plans for a Digital Trails Atlas to be created using a website template; exploring whether/how it can be hosted as a subdomain on our current Doteasy website without incurring further hosting costs.
- **Digital Trails Atlas**: Johnston presented a demonstration of her concept. She showed how blog entries could contain detailed walk descriptions including photographs,

descriptions of the flora and invasives, and links to relevant geological, historical, or ecological information on our main website pages as well as other sites. It could also be linked to other island organizations' sites as appropriate (such as the museum). The concept allows for gradual development, starting with a few key walks such as at the Twin Beaches headland and Elder Cedar.

MOTION 1: proposed by Jenni Gehlbach, seconded by Derrill Shuttleworth, that Communications Committee be authorized to proceed with the creation of GaLTT's Digital Trail Atlas, including purchasing an appropriate website template. CARRIED.

MOTION 2: proposed by Frank Shoemaker, seconded by Derrill Shuttleworth to increase the Communications Committee's budget by \$500 to enable the creation of the Digital Trails Atlas. CARRIED.

6) OLD BUSINESS

6.1 Accessibility survey: Wave Consulting has completed Draft 1 of the Survey Analysis. The Access Committee will meet with Dyan Dunsmoor Farley and Faye Weller on October 14 at Cameron's house to review the content.

ACTION: Johnston to circulate the draft Accessibility Report to the Board for comment before the October 14 meeting.

6.2 Power cutting tool policy: Danenhower presented the edited policy for discussion. Several amendments were suggested.

MOTION: proposed by Jenni Gehlbach, seconded by Nola Johnston, to adopt the Power Cutting Tool Policy as presented and amended at this meeting. CARRIED.

ACTION: Gehlbach to edit the suggested waiver tailoring it to GaLTT's needs, and add it to the policy, forming a single document to be read and signed by all GaLTT volunteers using power cutting tools.

6.3 Garry oak restoration project: Boulton and Landry will meet soon with April Vaninni and Kate Reynolds to discuss this idea involving GES students.

6.4 Strategic Plan Review: Landry and Brockley will meet with Dyan Dunsmoor Farley to discuss the format of the review, which will be on **Saturday, November 23 from 9am to noon at GAC hall.**

ACTION: Gehlbach to notify members following the October 15 planning meeting about the Strategic Planning Review on November 23 and invite them to participate.

6.5 LTABC symposium: Brockley and Landry plan to attend the November 4-5 symposium in Victoria. Landry will pay her own way as she has been sponsored several times before. Brockley has had no other applications from board members to attend so far. Registration deadline is October 15.

MOTION: proposed by Frank Shoemaker, seconded by Jenni Gehlbach, that GaLTT will fund up to 3 directors to attend the LTABC conference on November 4/5, 2019. CARRIED.

7) NEW BUSINESS:

7.1 2020 Age-friendly Community Grants program and also Disability Alliance of BC Accessibility Grants. Unlikely to be appropriate for our projects and/or too late for funding the Accessibility Survey. No action.

7.2 GaLTT table at Museum Trivia Night. Landry is working on getting a GaLTT table together for the Museum's Trivia Night fundraiser.

8. *In camera* discussion: Shoemaker moved that the meeting go *in camera*. Following a brief discussion about a possible parkland acquisition, Shoemaker moved that the meeting go *ex camera*.

9. Shoemaker moved adjournment at 9.05pm

Minutes recorded by Jenni Gehlbach

Gabriola Land and Trails Trust

Board of Directors Meeting Tuesday November 12, 2019 at GAHC.

Present: Laura Boulton, Rob Brockley, Tom Cameron, Peter Danenhowe, Jenni Gehlbach, Nola Johnston, Anne Landry, Derrill Shuttleworth, Frank Shoemaker. **Guest:** Dyan Dunsmoor-Farley (Wave Consulting) **Regrets:** David Boehm, Rebecca Furnell, Libby Gunn, Kerry Marcus, Lou Skinner.

1) Meeting called to order at 7pm by Brockley who acknowledged that we were meeting on unceded Coast Salish territory.

2) AGENDA:

MOTION: Proposed by Jenni Gehlbach, seconded by Peter Danenhowe, to accept the agenda as circulated with the addition of New Business Item 8.3: Location of December meeting. CARRIED.

3) DISCUSSION: **Dyan Dunsmoor Farley (Wave Consulting)**

a) **Results of the Accessibility Survey:**

Farley stepped us through the main findings of the Accessibility Survey:

- The survey was filled out by 284 individuals, of whom 37% reported some mobility restrictions. 86.5% of respondents were permanent residents of Gabriola.
- 74% of respondents were women, 24% men, 1% non-binary. (Statistics Canada reports 52% Female; 48% male on Gabriola). Therefore, the percentages reported were adjusted to correct for this gender imbalance.
- The results were deemed with 95% confidence to be representative of the views of the general Gabriola population to within $\pm 6\%$.
- Overwhelmingly the main reason for visiting parks was reported as enjoyment of nature, but an interestingly significant number of people used trails to avoid walking on roads.
- Parks most frequently identified as needing improvement for shoreline access were: Joyce Lockwood Park (the public steps to the beach had been removed at the time of the survey); Gabriola Sands Provincial Park (both sides); Drumbeg Provincial Park; and Sandwell Provincial Park.
- Parks most frequently identified as needing improvement in accessibility for people with mobility issues were (i) Drumbeg Provincial Park, (2) Descanso Bay Regional Park, and (3) Elder Cedar Nature Reserve
- People with mobility issues most frequently wished to be able to safely reach the beach, via low incline slopes, handrails, routes cleared of large driftwood, and accessible parking.
- Trail users with mobility issues wanted flat, level, short-loop trails.
- Fear of falling was most frequently identified as what prevents use of trails and access to beaches.

ACTION: Johnston will distribute the final report shortly so that the Board can decide on next steps. (See also Item 7.1).

b) **Strategic Planning Workshop November 23:**

Dunsmoor-Farley sees this as our opportunity to engage members in shaping future activities.

- She plans a two-phased approach: the first half of the meeting with members, and the second half just the Board.
- Members to be invited at least a week in advance of the meeting, and the base materials to be sent to them with the invitation.
- The meeting with members will begin in the big room with Rob's presentation: (1) What have we accomplished in the last 5 years? (2) What did we NOT get done?
- This is a refresh, not a fresh start. We will plan to use the previously identified strategic directions unless something unexpected comes up at the planning session.
- We will ask basic questions: (1) What's changed in the world? (2) What challenges and opportunities will come in the next 5 years? For example, What about the effects of Treaty negotiations? Climate change?
- We will do an "environmental scan", flip charting the responses from the group. Are we still in the right business (trails, conservation, land acquisition; battling invasives, public education)?
- We will use "dotocracy"—people putting sticky dots on what we should be doing. We will include an "Other" section.
- Assistant will synthesize the responses and bring it back for discussion to identify he significant areas for Board discussion.
- Break for refreshments and mingling before members leave.
- Second half (in the small room), Board only will take information from the morning and identify: Which of our strategic goals may need adjusting? What are our deliverables? Responsibilities?

ACTION: Dunsmoor-Farley to send Brockley an agenda and draft letter tomorrow to be used to advertise the Strategic Planning Session.

4) CORRESPONDENCE: Brockley reported the following—

- Letter to BC Parks re: funding for accessibility survey analysis, and response. The response was that no money is available this year due to discretionary budget cuts across all Ministries, but that PEF money may be available for the accessibility issue next year.
- Letter to BC Parks re: shoreline erosion at Gabriola Sands PP, and response saying that my letter has been sent to the Conservation Specialist for her comments and that the issue may be discussed at the upcoming annual management plan meeting. We will be informed of any recommendations coming out of that meeting. (Note: A stated objective in the current Management Plan for Gabriola Sands Provincial Park (1988) is to "allow wave and tidal action to impact beaches and upland as part of a natural process.")
- Thankyou letter to Jack Schick of Mudge Island Land Trust Association for their donation.
- Email to RDN Parks regarding signage issues at Descanso Bay Regional Park, specifically about adding the new McConvey Trail and other Cox Community Park trails to current signage and the lack of road signage indicating the presence of the campground. The response indicated that the current directional signage is adequate but that adding a "campground" sign to the park entrance sign will be considered. Also, the RDN will take a look at what is involved with

modifying the park kiosk maps to enlarge the map extends to include the Cox Park trails that connect with DBRP.

- Emails to BC Parks to inquire about missing benches in Drumbeg Park. The response was that the benches have been temporarily removed for re-furbishing and would be re-installed in the spring. Brockley sent a follow-up email requesting that it would be helpful if BC Parks were to let GaLTT know in advance about such work such so we could let the community know about it, thus quelling angst about vandalism, etc. He also asked that the benches be re-installed as soon as possible since the park is a popular destination year-round and that the benches are heavily used and sorely missed.
- Email to Islands Trust Conservancy re canary reed grass removal at Elder Cedar, suggesting that an outside contractor be hired to do the work and that GaLTT would be interested in observing the work in order to learn removal techniques.

5) MINUTES from October 2019.

MOTION: Proposed by Jenni Gehlbach, seconded by Nola Johnston to accept the minutes for October 2019 board meeting as presented. CARRIED.

6) COMMITTEE REPORTS:

a) PRESIDENT/EXECUTIVE: *(See also Item 4 Correspondence)*

Brockley reported that he:

- Discussions with Executive Committee and with Shoemaker about 2020 Budgets.
- Responded to complaint about recent tree and brush cutting in 707 Community Park after checking with RDN. The provincial fire crew was invited by the RDN to brush out some of the main trails in order to maintain fire access. This work is supported by the Fire Chief.
- Signed contract with Wave Consulting for services provided for the strategic plan workshop and reporting.
- Met with Accessibility Survey ad hoc committee to discuss draft report with Wave Consulting staff.
- Met with Dyan Dunsmoor-Farley (Wave Consulting) and Anne Landry to begin planning for the Strategic Plan review workshop.
- Prepared Powerpoint presentation and printed summary table for Strategic Plan workshop. The presentation and printed summary will review what has been accomplished in the current plan, what hasn't been done, and pose some questions for the membership to ponder.
- Discussions with Executive regarding unbudgeted expenditures for analysis, facilitation, and report writing for strategic plan review, and reporting the results of those discussions with the entire GaLTT Board. Concern has been expressed that the Board is spending too much for outside facilitation and that we should explore opportunities in the future to provide facilitation ourselves or to seek qualified non-board members who would provide pro bono services.
- Discussions with Accessibility Survey committee members about next steps. A facilitated session to discuss final report, identify priority issues, and develop an action plan will likely be delayed until early in the new year. This will give Board members an opportunity to

review the report themselves and do some site visits to view possibilities and to ponder what is realistically achievable.

- Discussions and correspondence with Wave Consulting regarding next steps for accessibility survey and to decline her offer to facilitate a Board session until at least the new year.
- Attended Land Trust Alliance of BC conference.

- b) **TREASURER:** Shoemaker had previously circulated the Financial Statement as of October 31, 2019; the Statement of Receipts and Disbursements by Month, June through October 2019; and the projected Society and Committee budgets for 2020. Shoemaker noted that there is no hurry to finalize the 2020 budgets—they can be adjusted into January 2020. **DISCUSSION:** Whether we should budget for a fund raiser or grant writer.

ACTION: Shoemaker to investigate the possibility/desirability of transferring unrestricted funds into restricted funds for specific tasks such as improving accessibility. Ideally this decision should be made at the December Board meeting so that transactions can be completed before year-end.

- c) **MEMBERSHIP:** Furnell had previously circulated to the board the list of new and renewing members.

MOTION: Proposed by Jenni Gehlbach, seconded by Frank Shoemaker to accept the listed membership applicants as members of GaLTT. CARRIED.

- d) **TRAILS AND PARK MANAGEMENT:**

- i) **Trailwork:** The committee has six very active members. Danenhower (chair), Brockley, Barry Moerkerken (project manager), Hugh Skinner, Lars Hulstein, and David Skinner (no relation to Hugh and Lou). Don Machell and Jamie Doig help a lot, but not at meetings. They struggle with low attendance at work parties, and in particular, few women.
- The ROW trail connecting two sections of Chichester Rd. was completed. There will be drainage problems to solve—we will work on this in January when the full extent of the problem is evident.
 - The McDonald - Peterson connector boardwalk project, second stage, is now completed, with diamond lath gripping applied to the whole length of the deck surface, and repairs to the gripping done on the stage one boardwalk. There is still a heavily rooted section without boardwalks. This section will be boardwalked as funds permit. Also, we have put the railings for ramps on the outer edge of the boardwalks, so that bikes should have no problem now. The railings on the existing boardwalk have been moved out to the edge, using the West Coast trail design.
 - A small mid-week work party installed a bridge over the creek on the Tait Rd. to Elgie Rd connector trail to improve accessibility. The bridge is over far enough that horses are not obstructed, and the rock stepping-stone crossing was removed

- Danenhower has a new e-bike and is using it with enjoyment to check what trail clipping is needed in 707.
- TOOLS: We received \$1927 from RDN Parks (half of the grant applied for) and it has been used to buy one mid-size professional chainsaw and two cordless hedge trimmers. The chainsaw will be in Brockley's keeping since he uses it most frequently for fallen tree removal. He has his own safety equipment. The trimmers are in Danenhower's tool stock. The trimmers are very effective.
- BUDGETS: The 2019 budget has been used up. Money will be spent only on emergency repairs for the rest of this year. The committee discussed and submitted an estimated budget for trail work in 2020. \$500 each for tools and for signage; \$5000 for projects. Robinson Woods boardwalks (budgeted \$2300) will need to be cedar. Keith Rd (budgeted \$1000) is short, but an important connector.

ii) POSAC—Brockley said there was no meeting, so nothing to report.

e) ACQUISITIONS, COVENANTS, AND TRAILS: Johnston reported:

- Covenants and wildfire risk: LTABC conference identified this as an emerging problem as managing wildfire risks under changing climate is at odds with keeping a "natural state." A small group of people may work together to discuss further and possibly recommend appropriate language for covenants. Brockley has spoken with Habitat Acquisition Trust and offered to participate in further land trust discussion on this topic.
- Signage and possible trespass on FN lands: There are some concerns that opening the shore access on the Rowan Way ROW may encourage public trespass on the beach in front of the First Nations Reserve.

ACTION: Johnston to discuss FN concerns regarding signage, public access, and trespass with Geraldine Manson as soon as a meeting can be set up. At the same time to give Manson a copy of the new trail map.

- Shore accesses: Danenhower will ask Hugh Skinner if he would be willing to take on leadership of this sub-committee, who should field visit all the public shore accesses (both developed and undeveloped) and make recommendations for maintenance and further development. Nola will maintain records.
- Elder Cedar: Brockley and Landry spoke with Nuala Murphy from the Islands Trust Conservancy during the LTABC conference. They recommend that the person hired by the ITC to do removal of Yellow Flag Iris also handle canary grass removal.

ACTION 1: Brockley to follow up with Nuala Murphy to ask that GaLTT be linked up with Chris Drake (ITC contractor) so that we can observe removal techniques. Brockley will also schedule a visit with Nuala Murphy after the fall rains arrive to observe the mudhole.

- Coats Marsh signage: People are confused by marked intersections where there is no trail on the GaLTT map. RDN plans to mark these trails with "No entry" or "Trail Closed" signage this winter.

ACTION 2: Brockley to encourage RDN to complete this signage as soon as possible.

- Trail licence signage: Several signs still need to be installed. The Haven Woods signs have not yet been ordered due to uncertainty about the new owners' intentions.
- Conservation map: Johnston has received extremely high-resolution satellite image files from the RDN and will discuss with Landry what size printed map would work best for planning use. The satellite images will also be added our internal planning map.
- Federal conservation funding (see LTABC report) The ACTL committee will discuss this new funding source further after our conservation planning exercise is completed and possible projects are identified.
- Budgeting: The committee submitted a proposed 2020 budget to Shoemaker. The cost (~\$500) for a GPS unit has been included in the ACTL 2020 budget

f) **COMMUNITY ENGAGEMENT:**

- i) Events: WINTER WALKS: Skinner reported: 14 people attended our first winter walk on November 2 through Descanso and Cox Parks, led by Brockley. The foci of the walk were our new map, GaLTT's involvement in trail planning and construction, and fungi. It was a lovely day and well received. Johnston will lead the next walk on December 7, leaving from North Degnen Road at 10 on trail-walk M and vicinity. The walks will continue through until our 'end to end' trek in June. Libby and Rebecca will be leading future walks. We are using on-line free promotion and the events column of the Sounder to promote them. So far so good and one person bought a new five-year membership to make sure she hears about the walks.
- ii) Insurance: We renewed our insurance policy at the same level as in previous years since increasing our coverage for volunteers would mean we would not be eligible for the insurance policy through the Land Trust Alliance of BC (LTABC). Some conference attendees from other trusts had not really thought much about the coverage and had no plans to change. Perhaps we could put insurance on the agenda for a board future meeting to see if we would like to pursue this further.
- iii) Budget: The proposed community engagement budget for \$6685 was submitted to Frank and included funding for increased invasives work that may occur in 2020 as well as money for paid ads that had previously been in the communications budget.
- iv) Map committee: Johnston reported that there have been delays printing "poster" maps because of equipment breakdown, but ARC has the files and will print 25 copies. The price will be determined when we receive the final bill and know how much they cost (probably ~ \$10/unit).
- v) SFU-GES project: Boulton reported that the next project meeting will be on November 19 at the school library, from 3.30 to 5.30pm. She and Landry met with April Vaninni regarding the Garry oak restoration project. Vaninni will discuss it further with elder Manson.

g) STREAMKEEPERS: No report.

h) BICYCLES: Shuttleworth reported:

- The roadways resurfacing has reduced grumbling about conditions.
- Trails are in good shape, a few trees down here and there but fairly clear.
- Lots of people congregated around signposts this past weekend. Nobody asked for help.
- Put Johnston in contact with Bryan McCrae (GORCA) for help mapping of trails.

ACTION: Johnston to provide trail schematics from our map to Bryan MacRae for use on GORCA jerseys.

- The committee hopes to have full moon night rides in November (26th), January, February, and March providing safety issues are addressed. If so, they will advertise them in the Sounder's Events calendar, as well as emails to members and our website and FB page.
- The committee is looking into BC Hydro right of way rules regarding their possible future use as pedestrian and/or cycling paths.
- Will contact MOTI and discuss signage for cycling in roadways, with distances noted as per driving manual.
- Scott Colbourne has contacted Shuttleworth about a future "transportation summit" for Gabriola, which will be at the Haven or the Community Hall.
- Shuttleworth showed us a "Z-card map" a compact concertina folded business-card size map and discussed whether this could be a new map project for GaLTT specifically made to appeal to cyclists. Concerns were raised whether it would "compete" with our larger, more costly trail map; costs of production; who would use it. Existing examples appear to be subsidized to sell for about a dollar, and to be "throw away" tourist items, not built to last.

ACTION: Shuttleworth to investigate the Z-card-maps further as to costs, what trails and other info might be included, whether it would be to make money, etc.

i) INVASIVES COMMITTEE—no report.

j) COMMUNICATIONS: Gehlbach reported:

- Record-keeping (agenda and minutes)
- Newspaper
 - submitted event listings about winter walk
 - submitted regular event listing for our twice monthly trail work
- Emails
 - to members about GaLTT winter walk
 - to volunteers about work-parties
- Facebook and Instagram
 - interact with community bulletin board postings about trails
 - post work parties and other events on GaLTT's FB page
 - post trail pics on Instagram
- Website domain and sub-domain—A "gabriolawalks" subdomain has been added to our website. As approved by the last Board meeting, a Wordpress template has been

purchased and installed in the subdomain, and Nola has begun to work on design. Johnston and Gehlbach will work on structure and content beginning with the A-Z routes identified on our print map. General ecological information already exists on our website, but we would like to note any special items relevant to specific locations. Johnston will contact subject matter experts who can provide more in-depth ecological/geological information on specific locations where appropriate. We will investigate in the long-term possible partnerships for cross-pollination, added information, project expansion, and funding opportunities.

- Data collection and management with G-suite: GaLTT now has a G-Suite for Non-profits account, and Johnston has transferred the GaLTT files previously stored on her personal account. Johnston requires a co-administrator and Gehlbach would prefer not to do it.

ACTION: Cameron and Landry to investigate helping Johnston administer GaLTT's G-suite drive.

7) OLD BUSINESS

7.1 Accessibility survey, next steps: GaLTT must let our members and the community have the results of the survey as soon as possible.

ACTION 1: Gehlbach to put the full report PDF on the website and email members and other interested parties the link to the pdf.

ACTION 2: Gehlbach and Johnston to collaborate on a Sounder article thanking respondents for providing valuable insights and information and explaining that GaLTT will use the information to develop an action plan.

ACTION 3: Cameron to report to Sustainable Gabriola the survey's findings.

ACTION 4: Brockley to send the report to parks departments.

ACTION 5: Danenhower to ask Laurie Webster whether she is willing to facilitate a 2- or 3-hour decision-making meeting in January 2020 about the next practical steps in improving accessibility.

7.2 Chainsaw Policy: Gehlbach had previously circulated the approved Power Tool Policy and Waiver.

ACTION: Gehlbach to send the power tool policy and waiver to our volunteer list and put a link to it on the website.

7.3 Strategic Planning Workshop November 23 (see Item 3). 9am to 2pm at the Commons.

Board members to bring a brown bag lunch.

ACTION 1: Cameron to organize refreshments for the first half with members.

ACTION 2: Gehlbach to bring a sign-in sheet.

ACTION 3: Brockley to send the information from DD Farley for the announcement to Gehlbach.

ACTION 4: Gehlbach to email an invitation to participate (9am to 11am) to members including relevant information and asking them to RSVP.

8) NEW BUSINESS

9.1 LTABC conference reports:

- 9.1.1 Brockley reported that he found it extremely worthwhile. The networking and information-gathering were very useful, but it was also amazing to learn about the vast

amount of conservation work that has been accomplished by other Land Trusts – some of which are on Gulf Islands with a much smaller populations than Gabriola Island.

9.1.2 Landry reported:

9.1.2.1 Information was presented about the new Federal funding source— Land Trust Conservation Fund (LTCF). It is administered by Wildlife Habitat Canada and will provide \$20 million over 4 years. Acquisitions committee will look into this.

9.1.2.2 She visited a Garry oak ecosystem restoration project (Matson Conservation Area). Her take home was that restoration entails a lot more than invasive species removal. There was a lot of active planting of native species and they were testing an enclosure to see what grows without deer browsing, which might be interesting to try at Drumbeg.

9.1.2.3 There are several tools for Conservation data gathering and planning, some easier to use than others.

9.1.2.4 There may be a need for GaLTT to have legal defense fund for covenants in addition to stewardship funds.

9.1.3 Skinner reported that the LTABC meeting was informative and made her realize there can be a lot more to land conservation than she thought. Of particular interest were ideas about invasive plant management, establishing priorities for land conservation, and the need for a fund for potential legal costs as covenant holders change. She toured through two covenants held by HAT (Habitat Acquisition Trust).

9.2 **AGM planning.** Gehlbach received confirmation this morning that Richard Hebda will give his talk about Climate Change and the Gulf Islands on Tuesday March 3, 2020. Unfortunately, neither Phoenix Auditorium nor the Community Hall are available that night, and she is checking on the availability of the Golf Club and Surf Lodge.

9.3 **Location of December 10 meeting** —at Gehlbach’s house. Starting at 6pm, followed by a potluck supper with partners.

10 No *in camera* meeting was needed. Brockley adjourned the board meeting at 9.40pm.

Minutes recorded by Jenni Gehlbach.

Gabriola Land and Trails Trust

Board of Directors meeting, Tuesday December 10, 2019 at 1787 El Verano Dr.

Present: David Boehm, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Anne Landry, Nola Johnston, Frank Shoemaker, Lou Skinner.

Regrets: Laura Boulton, Rebecca Furnell, Kerry Marcus, Derrill Shuttleworth.

1. Meeting called to order at 6pm by Brockley.
2. **AGENDA:** Adopted by consensus with recognition that time would be short.
 - i. **MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the agenda as presented. CARRIED.**
3. **MINUTES** from November 2019:
 - i. **MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for November 2019 board meeting as circulated. CARRIED.**
4. **CORRESPONDENCE:** Brockley reported the following:
 - a. Email from Galiano Island Conservancy about whale conservation project and response.
 - b. Emails from The Land Conservancy regarding Gabriola Commons covenant and response
 - c. Letter from RDN regarding Community Grant award and response.
 - d. Email responses to Nick Doe about his concerns about trail work in Cox Community Park and about ecological protection zoning for Coats Marsh RP
 - e. Emails to RDN, BC Parks, Islands Trust Conservancy, and local Trustees about accessibility survey with attached final report.
 - f. Email to Nuala Murphy (ITC) to suggest Chris Drake be hired by ITC to remove invasives at Elder Cedar
 - g. Letter to Local Trust Committee and email exchanges with Susan Yates and Deborah Ferens re Ecological Protection zoning.
5. **COMMITTEE REPORTS:**
 - 5.1 **PRESIDENT/EXECUTIVE:** Brockley had previously reported that he:
 - Discussed Shore Access ad hoc committee structure and terms of reference with Hugh Skinner, who has agreed to chair this group.
 - Developed and gave Powerpoint presentation and circulated a summary table of accomplishments at Strategic Plan workshop
 - Phone conversation with The Land Conservancy staff and Anne Landry regarding Gabriola Commons covenant
 - Attended Local Trust Committee meeting to speak to GaLTT's current position on Ecological Protection zoning (see motion below).
 - Preliminary planning regarding "next steps" facilitated session with Laurie Webster
 - Attended inaugural meeting of Shore Access ad hoc committee
 - Attended the RDN Parks and Trails Strategy open house and follow-up discussion with Elaine McCulloch
 - Discussed GaLTT cycling committee issues with Shuttleworth, Cameron, and Executive.

MOTION proposed by Lou Skinner, seconded by Peter Danenhower, that GaLTT supports the Gabriola Local Trust Committee's initiative to create an Ecological Protection (EP) Land Use

Designation for the protection of the natural environment, sensitive ecosystems, and biological diversity in the local Trust area. We agree that EP zoning should assign lesser importance to recreational activities and may, in some instances, prohibit public access altogether. CARRIED.

5.2 TREASURER—Shoemaker had previously circulated GaLTT’s financial reports and budget.

MOTION proposed by Frank Shoemaker, seconded by David Boehm, to transfer \$5000 from GaLTT’s unrestricted funds to funds specified to be used for trail and shore accessibility improvements. CARRIED.

5.3 MEMBERSHIP

Furnell had previously circulate a list of new and renewing membership applicants this month.

MOTION proposed by Jenni Gehlbach, seconded by Lou Skinner to accept as members the listed new and renewing applicants. CARRIED.

5.4a TRAILS AND PARKS MANAGEMENT. Danenhower reported that the committee’s budget is exhausted for this year and the Project Manager is away, so there will be no new projects until 2020. The last work party of this year will be December 15, trimming the trail that connects the end of Seymour Road with Lackhaven. Other work this month included:

- **Cox Park drainage:** Ditch clearing along the long grade River Place Trail. DISCUSSION: Since this old logging road was also probably a seasonal stream bed, the measures to drain it in winter need upkeep and cause difficult conditions for cycling. A suggestion to re-route the trail was not supported by board members. However, it was proposed that the trail should be seriously upgraded to become an active transportation route. This will require discussion with RDN and POSAC.
- **Trail linkage:** 10 volunteers helped to finish the phase two trail, which almost connects Cox park by trail to the Cameron trail licence, with a short walk along McConvey between the trail heads. Hikers can now hike mostly by trail all over Cox Park and Haven Woods, then walk across Taylor Bay to trails connecting to DBRP or use the Cameron trail licence to get to the Malaspina area. This work party ended with refreshments generously provided by Tom and Charlotte Cameron at their home.
- **Tools and safety:** We now have 2 well-functioning electric cordless hedge trimmers and a medium size chainsaw. Two copies of our safety protocols and waiver are attached to the sign-in sheet for use at work parties. Danenhower and Brockley used chainsaws and all our safety protocols, staying a good distance apart, to clear a new trail path on December 1.
- **Shore access:** 20 markers painted by volunteers are stored at Lars Hulstein’s house ready for installation. We have been advised that in future we should not use marine paint, but a paint that “breathes” and will last longer. The new ad hoc Shore Access Committee will be chaired by Hugh Skinner and currently includes Danenhower and Brockley.
- **Signpost installation** awaits modification to Danenhower’s e-bike trailer.

5.4b. POSAC No report.

5.5 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Johnston reported the committee did not meet in December, but has lots to report:

- Johnston will meet with Elder Manson soon to discuss interpretive signage at Burial Island and hopes to also discuss protocols for working with SFN and to learn more about SFN views on shore access at Rowan Road. She will try to obtain information on SFN historical

use of Gabriola sites for our website and digital trails atlas.

- PUBLIC SHORE ACCESS COMMITTEE This new ad hoc committee will report to the ACTL committee. It is chaired by member Hugh Skinner and met on December 2nd to discuss next steps. It includes Rob (*ex officio*), Nola as ACTL rep, and Peter as Trail Ops rep. An effort will be made to recruit members from Shorekeepers and other parties outside the Board. The next committee meeting will be on Monday January 6th at 10 am at Mad Rona's.

The purpose of the committee is to collect current and relevant data that will enable the Board to develop, and justify, public shore access priorities for undeveloped and developed accesses. It was noted that some priorities, and associated recommendations, may be presented to other organizations for action (e.g. RDN). An important step is to set the criteria for evaluating undeveloped beach accesses.

ACTION 1: H. Skinner to draft criteria and Johnston to create a form for people to use when investigating shore accesses; the committee will field test it and present it to the Board before finalizing.

Summary data will be kept on a spreadsheet so that it can be sorted and quantified in different ways. Detailed data (e.g. field observation notes, photographs, etc.) will be kept in GaLTT's general database maintained by Johnston.

- INTERNAL PLANNING MAP: Johnston has developed a multi-layered map for use by the GaLTT Board for internal planning; it is almost finished and will be updated to reflect new information as we receive it. The map includes satellite imagery and information from RDN maps, and uses a revised numbering system for all trails based on geographic areas (707, North Degnen-Tait crown lands, the Kensington lands (including Elder Cedar), Descanso-Cox parks, Phase 4, Drumbeg, and North End and South End (trails not included in other area categories, with Brickyard Hill and the Tunnel as the dividing points). Any existing official trail names are used, supplemented by names used by mountain bikers and on Nick Doe's website. Summary sheets for each trail are stored including information from old newsletters and relevant websites.

ACTION 2: All board members may obtain access to view and download material from this database; contact Nola Johnston to do so. NOTE THAT MUCH OF THE INFORMATION IS FOR INTERNAL PLANNING PURPOSES ONLY, NOT FOR SHARING PUBLICLY.

ACTION 3: Board members who have further relevant information for the database to please send it to Johnston.

- CONSERVATION PLANNING WORKSHOP a workshop will be organized in the new year to begin strategic planning for action on conservation. The workshop will invite a small number of people with extensive knowledge of Gabriola and its ecology to help us begin to identify properties which have high conservation values. This information will allow us to take action more quickly if opportunities (e.g. for covenants or acquisition) arise. Two large-format copies of the internal planning map will be printed as a tool for this workshop; both will include roads, property lines, and outline protected areas; one will also include trails. Print format details are still being determined.
- ELDER CEDAR: Nuala Murphy will let Brockley know when Chris Drake can come to Gabriola to deal with invasive plants.
- COATS MARSH TRAILS & SIGNAGE: Brockley mentioned to Chris van Ossenbruggen the existing confusion re closed and unmapped trails in the park. RDN plans to install new signage later this winter.

- HAVEN WOODS: at the request of the insurer of the landowner of the 11-acre parcel, Brockley has installed a “No trespassing” sign on closed trails.
- BACHMANN COVENANT: An Islands Trust Conservancy contractor will do some invasives removal work on the Bachman covenant in the New Year, concentrating on Himalayan blackberry.

5.6 COMMUNITY ENGAGEMENT: Lou reported

- **Guided walks:** Nola led our second A, B, C trail hike on December 7 with five people attending. One of the goals of the walks is to introduce walkers to new areas and this was the case for some hikers. Rebecca is scheduled to lead our next hike on Saturday January 4, along hike route Z (Three Gates Trail) and area.
- **The Drumbeg broom kick-off** event date has been tentatively set and confirmed with the Lions Club for Sunday, May 3. The broom situation at Drumbeg was assessed on December 8.
- **Map sales** continue to be brisk with about 1200 maps either sold or out with distributors. The large flat maps are available for sale (\$10) at the museum gift shop until Christmas.
- **Invasives (see Item 5.7):** A community engagement meeting will be held in January. The committee will coordinate with the new invasives committee to plan public programming for the winter/spring.
- **SFU/GES** project: No report.

5.7 INVASIVES COMMITTEE: Discussion of draft Mission Statement and possible scope—considerations include:

- Should this committee restrict itself to invasive plants, or include fauna?
- Have we sufficient board and member capacity for this new work?
- Should the work be organized by species or by geographic area?
- The importance of landowner education given that much invasive infestation occurs on private land, beyond our reach.
- Whether we should pay people (e.g. students) to help with invasives removal.

MOTION 1: proposed by Peter Danenhowser seconded by Nola Johnston, to set up a separate standing Invasives Committee to be chaired by Libby Gunn. CARRIED.

MOTION 2: proposed by Libby Gunn, seconded by Nola Johnston to adopt the Mission Statement for the Invasives Committee as presented to the meeting. CARRIED.

5.8 CYCLING COMMITTEE. Shuttleworth had previously asked the Board whether it was appropriate to be interviewed shortly by The Sounder about the new cycling committee’s objectives. Also, Cameron had circulated a suggested broad scope of work for the new committee, which is still under discussion. Contentious issues include:

- Should the GaLTT cycling committee’s work include issues relating to active road transportation or be restricted to trails.
- Is GaLTT concerned about transportation as well as recreation issues?
- What about inadvertent wetland degradation by mountain bikers?
- What about increased trail maintenance and/or the need for wider or more “engineered” trails?
- What about GaLTT appearing to sanction mountain-bike trail construction in parks and

Government treaty lands without permission?

ACTION: Brockley to tell Shuttleworth to seek a delay in an interview with the newspaper until the scope and focus of the Cycling Committee's work has been discussed and agreed upon by the Board.

5.9 COMMUNICATIONS COMMITTEE: Gehlbach reported:

Emails:

- To members about the Strategic Planning workshop, Accessibility Survey results, photo competition "feet on trails", and the RDN Parks and Trails Survey and public meeting
- To volunteers about trail work.

Writing and layout

- Board agenda and minutes
- Souder article about the Accessibility Survey results
- 2019 newsletter (draft stage)—larger than usual because it's been a very busy year

Facebook

- Posted notices of work parties and photo contest on GaLTT page
- Interacted in public discussions about invasives and BC Parks bench removal

Instagram

- Posted trail pics
- Posted notice of photo contest and some submitted pictures

Website

- Continuing development of the digital atlas, including networking in the community (e.g., museum) regarding linked content
- Updated home page with trail work announcements, AGM/Speaker date and place, and event reports

6.0 OLD BUSINESS:

6.1. ACCESSIBILITY PROJECT: Johnston reported that the final report on the Accessibility Survey has been received and posted on our website. On December 9 the ad hoc committee met to organize a full board meeting on January 10 from 1 to 4pm at The Commons. It will be facilitated by Laurie Webster with specified goals about deciding how GaLTT will proceed regarding accessibility of trails and shore. Since the current ad hoc Accessibility Committee was focused on administering the survey, a new ad hoc committee will be needed to implement improvements to trail and shore accessibility.

ACTION 1: Board members are encouraged to attend and to let Landry knows that they will participate. They are asked to read the Accessibility Survey results before the meeting.

ACTION 2: Landry and Brockley to gather the needed background information for discussion at the January meeting and forward it to board members.

ACTION 3: Brockley to book the large upstairs room at The Commons for the January meeting.

7.0 NEW BUSINESS:

7.1 RDN Parks and Trails strategy. Brockley and several other Board members attended the public RDN meeting and reported good attendance. Elaine McCullough offered to come to Gabriola to meet with the Board.

ACTION 1: Board members to complete the RDN Parks and Trails survey online—Gehlbach had

previously sent the link to all members.

ACTION 2: Interested board members to send Brockley ideas for a possible future meeting with McCullough.

7.2 AGM and Board nominations. Boehm, Boulton, and Marcus have indicated that they will not stand for re-election to the GaLTT Board at the AGM in March. Since Chris Hills resigned earlier, there are now four vacancies on the Board.

ACTION: Executive Committee and other Board members to search for possible new nominations to the Board.

8. Motion proposed by Gehlbach at 7pm to adjourn to the potluck party. CARRIED.

Minutes recorded by Jenni Gehlbach